



To: Dr. Charles Johns
Board of Education

From: Dr. John Finan

Date: November 9, 2020

Re: 2020 Summer School Report and Approve 2021 Program Recommendation: Calendar and Fees

Recommendation

It is recommended that the Board of Education approve the calendar and fees for the 2021 summer school session, to be held at Glenbrook South High School, as presented.

Background

Each year Glenbrook High School District 225 offers a summer school program for students seeking to earn additional credits, successfully complete courses previously attempted, and participate in enrichment courses. Enrollment in summer school is optional, tuition-based, and requires parents to complete a registration process.

This past summer, the program was held remotely with the following schedule:

	Start Date	End Date	Exam Date
Semester 1	6/13/2020	7/02/2020	7/02/2020
Semester 2	7/06/2020	7/23/2020	7/23/2020

Summer School Daily Schedule 2020	
8:00 - 8:30 a.m.	Daily Check-In: Preparation for learning activities
8:30 - 9:15 a.m.	Required synchronous class session
9:15 - 9:30 a.m.	Break
9:30 - 11:00 a.m.	Asynchronous learning activities assigned
11:00 - 11:30 a.m.	Optional synchronous class session
11:30 a.m. - 12:00 p.m.	Teacher available for virtual office hours
12:00 - 12:30 p.m.	Required synchronous class session
12:30 - 1:30 p.m.	Teacher available for virtual office hours

A comprehensive course catalog was made available to parents in February, and the registration process was conducted between February 18, and the beginning of June, 2020. Access to the registration process is based on a student’s class (e.g. Class of 2020, 2021, 2022, 2023), with a priority given to Glenbrook residents/taxpayers. There were several classes that could not be offered remotely and were canceled accordingly.

The summer school program is intended to be financially self-sufficient. Course fees are determined by dividing the total cost of the course (e.g. teacher salary, support staff, course supplies, other ancillary expenses) by a projected enrollment of 17. For the 2020 summer school year, course fees ranged from \$245.00 - \$250.00 per semester. Tuition is required to be paid in full, prior to the start of the first day of the summer school session. As part of the school district’s student financial assistance program, the Board of Education covers the cost of course fees for students classified as free.

The following is a reconciliation of revenue and expenditures for the 2020 program:

Revenue	
Tuition	\$425,737.00
	\$425,737.00
Expenditures	
Salaries and Benefits	\$272,825.79
Software License/Maintenance	\$132,845.00
Instructional/Test Materials	\$161.13
	\$405,831.92
Difference	\$19,905.08

Below is a summary of enrollment, staffing, and courses for both semesters during the Summer of 2020:

	Enrollment			Teaching Staff				Courses*	
	GBN	GBS	OOD+	GBN	GBS	GBO	OOD+	Available	Actual
Semester 1	377	413	16	13	23	2	2	39	31
Semester 2	228	304	15	13	17	3	1	29	26
	605	717	31	26	40	5	3	68	57

* Does not include courses offered in partnership with Oakton Community College.

+ Out of district

For comparison purposes, the figures below are for the summer of 2019 summer school program:

	Enrollment			Teaching Staff				Courses*	
	GBN	GBS	OOD+	GBN	GBS	GBO	OOD+	Available	Actual
Semester 1	282	474	10	11	22	-	7	37	34
Semester 2	139	303	6	3	13	-	10	29	25
	421	777	16	14	35	-	17	66	59

* Does not include courses offered in partnership with Oakton Community College.

+ Out of district

2020 Summer School Changes

- In the summer of 2020, Glenbrook implemented a schedule that eliminated classes on Fridays.
- To accommodate a (4) day week, the school day extended to a 5-hour instructional day with two 15-minute breaks.
 - The only exceptions are the service-learning project course (Habitat for Humanity), and driver education (operates on a rotation for behind-the-wheel driving sessions).

2021 Program Recommendation

Since the completion of summer school, school and district leadership teams have conducted conversations to find more efficient and resourceful ways to administer the summer school program. As a result of those conversations, the following changes for the 2021 program have been recommended:

- **Program Delivery Option**
 - Explore the possibility of offering online or blended learning opportunities for some courses. Enrollment increased last summer in part because of the E-Learning format. The enrollment increase was impacted by athletic camps and other out-of-district summer opportunities for students being cancelled because of the pandemic.
- **Calendar**
 - The objective remains to create a summer school schedule that is reasonable in the number of hours/days and yet provides students and staff adequate transition time between the end of the regular school year and the start of the summer session. In reviewing the 2020-21 school year calendar, it is recommended that the summer school sessions be scheduled as follows:
 - Semester 1: Monday, June 14, 2021 - Thursday, July 1, 2021
 - Semester 2: Wednesday, July 7, 2021 - Tuesday, July 27, 2020
- **Fees**
 - The summer school program is intended to be financially self-sufficient. Course fees are determined by dividing the total cost of the course (e.g. teacher salary, support staff, course supplies, other ancillary expenses) by a projected enrollment of 17 for most courses. Exceptions to projected enrollment estimates include the service-learning project course which utilizes an enrollment of 17 and Driver Education which utilizes an enrollment of 27.

- For the 2021 summer school program, the only anticipated increase in expenses is the hourly rate for teachers and support personnel, which resulted in the majority of course fees remaining flat or experiencing a change of no more than \$15 (from 2020 non-COVID adjusted rates).
- After calculating the total projected expenses for summer school, the following rates are recommended:
 - (6) Hour Behind the Wheel Component - \$420.00
 - (20) Hour Independent Study Course - \$180.00
 - (28) Hour Independent Study Course - \$210.00
 - (30) Hour Driver Education Classroom Component - \$125.00
 - (60) Hour General Course - \$325.00
 - (75) Hour Service Learning Project Course - \$550.00