



Regional Summer School Office
 Location: 605 Palmer St, Frankfort, NY

Principal, Rebecca Gleason
 email: rgleason@herkimer-boces.org

Central Valley - Dolgeville - Frankfort-Schuyler
 Herkimer - Little Falls - Mount Markham
 Owen D. Young - Poland - Richfield Springs
 West Canada Valley

Office Secretary, Denise Mabbett
 email: dmabbett@herkimer-boces.org

2021 REGIONAL SUMMER SCHOOL

July 6th - August 3rd

REGIONAL SUMMER SCHOOL

This year's Regional Summer School will be in person following COVID-19 Guidelines and the State Reopening Plan from the 2020-2021 School Year.

In person classes will provide students an opportunity for live instructional recovery course credit throughout the month of July.

Due to the August Regents Exams being cancelled the schedule is set as follows:

HFHO BOCES Regional Summer School 2021							
	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	3
	4	5	6	7	8	9	10
			First Day of Classes Students Report	Class Sessions	Class Sessions	Class Sessions	
	11	12	Driver's Ed	Driver's Ed	Driver's Ed	Driver's Ed	17
July		Class Sessions	Class Sessions	Class Sessions	Class Sessions	Class Sessions	
	18	19	Driver's Ed	Driver's Ed	Driver's Ed	Driver's Ed	24
		Class Sessions	Class Sessions	Class Sessions	Class Sessions	Class Sessions	
	25	26	Driver's Ed	Driver's Ed	Driver's Ed	Driver's Ed	31
		Class Sessions	Class Sessions	Class Sessions	Class Sessions	Class Sessions	
August	1	2	Driver's Ed				
		Class Sessions	Last Day of Classes Students Report				

The Regional Summer School instructional period will close on Tuesday, August 3rd.

ONLINE MANAGEMENT SYSTEM

Regional Summer School will run on the Google Classroom platform. Students will be given a unique BOCES Google Email to attend classes virtually in case of Emergency Days. *Personal Gmail will not work as it may pose restrictions through the BOCES server.*

DAILY SCHEDULE

All sessions will run within a 2 hour window

Session 1: 735 - 930

Session 2: 935 - 1130

Driver's Ed will follow a separate schedule that will be communicated after registration closes.

Transportation

Transportation will be provided at the discretion of the home district. If your district does not bus the parent/guardian will need to arrange transportation for their student. More specific information on specific drop off and pickup times will be provided in a welcoming letter in July.



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REGIONAL SUMMER SCHOOL RECOVERY COURSES OFFERED

**THERE WILL BE NO ACCRUAL COURSES THIS YEAR*
*ALL COURSES WILL BE DETERMINED BASED ON ENROLLMENT

Middle Level Academy 7 ELA
Middle Level Academy 7 Math
Middle Level Academy 7 Social Studies
Middle Level Academy 7 Science
Middle Level Academy 8 ELA
Middle Level Academy 8 Math
Middle Level Academy 8 Social Studies
Middle Level Academy 8 Science
Spanish 1
HS Health
HS PE
Government
Economics
ELA 9
ELA 10
ELA 11
ELA 12
Living Environment
Earth Science
Global 9
Global 10
US History and Government
Basic Algebra
Algebra 1
Geometry

NOTICE OF COMPLIANCE

BOCES does not discriminate on the basis of sex, race, color, national origin, handicap, military status, sexual orientation, or age in providing student access to educational programs, courses and activities. This policy is in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Age of Discrimination Act of 1975. Any alleged grievances should be reported to (315) 867-2000. Inquiries concerning this nondiscrimination policy should be referred to the Title IX Section, 504 Coordinator, Herkimer BOCES, 352 Gros Boulevard, Herkimer New York 13350, (315) 867-2000.

STUDENT REGISTRATION (NOW - JUNE 29TH AT NOON)

Summer School Registration will be held at your local district and scheduled by your home school counselor. Regional Summer School does not give permission for a student's admission directly.

All students and parents must sign the Parent Permission Form that is through our online registration.

Registered Students will have a generic BOCES email created to use during the summer. The email and login will be sent with the welcome letter.

2021 Regional Summer School

**PARENT and PHYSICIAN'S AUTHORIZATION for ADMINISTRATION of
MEDICATION in SCHOOL and SCHOOL ACTIVITIES**

A. My son/daughter does not take medication during the established school day (if this box is checked the form must still be returned)

B. To be completed by parent or guardian:

I request that my child _____ DOB _____ receive the medication as prescribed below by our physician. The medication is to be furnished by me in the properly labeled original container from the pharmacy.* This medication is to be administered during the present summer school year. It will expire on August 17th each year unless terminated sooner by a doctor's written notice.

I release the school nurse and the Board of Cooperative Education Services of the Sole Supervisory District of Herkimer County, of any liability relative to the administration and/or reaction of the medication on the above named pupil.

My child does not need to take any of the medications listed below during the day while he/she is in attendance at school.

(Please note that this form will need to be completed again if medication and/or dosages change during the year.)

Parent/Guardian Signature _____ Date _____

Telephone: Home _____ Work _____

C. To be completed by physician:

I request that my patient, as listed below, receive the following medication while in school:

Pupil's Name _____ DOB _____

Diagnosis _____

MEDICATION	DOSAGE	FREQUENCY/TIME TO BE TAKEN	ROUTE OF ADMINISTRATION

Duration of Treatment: _____ Does medication require refrigeration? YES NO
Possible side Effects and Adverse Reactions (if any): _____

- I deem this child to be **self-directed** and understand that the school nurse, or other designated person in the case of the absence of the school nurse, will administer the medication, including field trips.
- I deem this child to be **non self-directed** and understand that administration of oral, topical, inhalant and injectable medications must remain the responsibility of the school nurse, licensed practical nurse under the direction of a school nurse, physician, or parent.

Physician's Signature (Must be dated after June 30, 2021)

Address _____ Phone: _____

* Medication must be in original pharmacy-labeled container with specific orders and name of medication.
* Medication and refills must be brought to school by parent, guardian or responsible adult.

Acknowledgement of Summer School Procedures by Student and Parent

The student and his/her parent (or person acting in the capacity) must acknowledge having read and be willing to comply with the following rules:

- ❖ Vehicle parking is allowed in the student parking area that has been designated by school Administration. Permits will be issued by the summer school office.
- ❖ Possession of cigarettes/e-cigarettes, lighters, chewing tobacco, drugs or alcohol is not allowed on school property, nor is their usage. Disciplinary action and/or legal action will also result.
- ❖ Insubordination to a teacher or any adult in authority will result in immediate disciplinary action.
- ❖ When a student is responsible for having committed some act of vandalism in the school or on school property, the student must pay the cost of the damages. Disciplinary action and/or legal action will also result.
- ❖ Skateboards and in-line skates are prohibited from school and school property.
- ❖ Use of electronic devices such as ipods, ipads, tablets, CD players, beepers/pagers, cellphones, video game devices, etc. is prohibited in the school building.
- ❖ Students are not to wear in the school building, hats/hoods or other apparel which is distracting or interferes with health, safety or learning process of others.
- ❖ Fighting, threatening, intimidating or endangering others is prohibited. Immediate disciplinary action will result.
- ❖ Foul Language is prohibited. Disciplinary action will result.
- ❖ A student disrupting the learning process will be sent to the office for disciplinary action.
- ❖ Class time missed because of disciplinary referrals is treated accordingly.
- ❖ Weapons, fireworks, or any items that could inflict harm are prohibited and will result in immediate disciplinary and/or legal action.
- ❖ A student must be present **19** of the **21** class days in order to receive credit for the course (see above for attendance regarding health, economics or government).
- ❖ **1-14 minutes late is a half-day (1/2) absence from that period.**
- ❖ **15+ minutes late is a whole day absence from that period.**

ACKNOWLEDGEMENT OF PROCEDURE AGREEMENT

Please detach this form from the Acknowledgement of Procedure agreement after reviewing it with your child. This form must be returned to the summer school office after it is signed by both the parent/guardian and your son/daughter by **Tuesday July 6,2021**

By returning this form, you agree that you have reviewed the contents of this document with your child.

We agree to abide by the Procedure Agreement for Regional Summer School 2021.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Student Name: _____

Student Signature: _____

Date: _____

Regional Summer School Attendance & Grading Policy

Summer School students are not subject to compulsory attendance, therefore, they are not subject to the disciplinary rules set in Education Law 3214. Class participation will, however, factor into a student's summer school completion. There is no distinction made between excused and unexcused absences. The lack of class participation which can relate to poor attendance may result in denial of course credit. *If a student does earn a passing grade in a course despite poor attendance, credit may not be denied as a form of discipline.*

Credit Awarded

The passing grade for Herkimer-Fulton-Hamilton-Otsego BOCES regional summer school is 65. The final course credit will be determined by the home school district. The home school district determines the final grade a student will receive for the purpose of their permanent school record. Each school district may have a different policy.

Grading Policy

Summer School is remedial in nature. Students are expected to attend all class sessions to develop the skills and gain a sense of achievement.

Grading will consist of the following components:

- **80%** of the course grade will be based on completion of assignments, tests/quizzes, engagement in class activities and effort, including attendance which is paramount for engagement.
(2 marking periods = 40% per marking period)
- **20%** of the course grade will be based on tests, specifically any mid-term and/or final examinations. (Final Exams = 20%)

Further breakdown of attendance on awarding credit:

Missing multiple days or being tardy students lose out on opportunities to receive credit. To receive credit the student must successfully complete the make-up credit program and demonstrate mastery of the learning outcomes for the subject, including passing and other assessment required for graduation, if applicable.

Students can miss up to 2 days per subject - students will be dropped from the course after the 3rd absence.





Regional Summer School Permission Form

Student Name: _____

Home District: _____

Student ID: _____

Class(es) you are signing up for _____

Regents test(s) _____

Review Class _____

IEP (please check 504 (please check)

Emergency Contact Name, Phone Number, and Relationship to the student: _____

Medical Conditions: _____

I hereby approve of my son/daughter entering the course(s) at Regional Summer School. I agree to provide him/her with the necessary materials needed for each course. I understand my son/daughter may utilize computer programs: e-mail, Internet, etc. for appropriate educational purposes only. I understand and agree that my son/daughter will not be allowed to drive/ride to Regional Summer School without approval. My child may participate in picture taking activities that may be released to news media. I understand that my son/daughter will be required to sign and abide by the Acknowledgement of Student Procedures.

Should an emergency arise that requires immediate action, I authorize BOCES to take my child to the nearest emergency first aid station or hospital by ambulance, if necessary. I realize that the school district cannot assume responsibility for the payment of medical fees or expenses incurred. If my child must be taken home and neither parent can be reached, please call the listed emergency contact.

Parent/Guardian Signature:

Date:

Guidance Counselor Signature:

Date: