

<b>Administrative Application</b>	
<b>Curriculum &amp; Instruction 8770</b>  Summer School	<b>Last Reviewed /Approved on:</b> January 15, 2020
	<b>References:</b> The Education Act, 1995 Sections 4 (1)(f)(g), 87 (1)(aa), 88 (1)(z) The Education Regulations, 2019, Part 7 (24-26) Ministry of Education - Summer School Policy 2018 The Registrar's Handbook for School Administrators Policy 12 – Role of the Director
	<b>Status:</b> Operational

### Preamble

Various school divisions offer versions of Summer School. The Regina Catholic School Division (RCSD) offers some courses through Learning Online. Some are for students wishing to accelerate their programs and others are for students who need to repeat courses.

### Application

Students from the RCSD may apply to Summer School. The student and/or the student's parents/guardians bear the responsibility for any costs associated with such courses.

Students apply for Summer School courses offered by Regina Public School Division (RPSD), RCSD Learning Online or other provincial Summer School offerings.

#### 1. Summer School Registration – Recovery Option

- a. Recovery course options are provided to students who have failed to meet a minimum course mark of 50%. These students need to target specific outcomes to pass the class.
- b. Students registering for Summer School do so at their personal cost. RCSD **does not** pay for any costs associated with Summer School.
- c. Students must have taken the course previously. The student must have attained a final mark in the course.
- d. RPSD may allow students to take a 30-level course without having taken it before, as long as the student has the pre-requisite.
- e. Course marks for 10- or 20-level courses must have been submitted to the Ministry of Education. In no instance may a student without a final mark take a 9-, 10-, or 20-level course in Summer School, unless the course is a new, complete 100– hour course.
- f. Students must have a final mark of at least 30% in a subject before entering Summer School. Principals approve marks lower than 30% only in exceptional cases.

- g. Because these are recovery program options, students with marks above 50% who wish to improve their grades must retake the entire course. By definition, they are not eligible for recovery course options.
- h. Enrolment in Summer School recovery courses will be limited to a maximum of two (2) subjects per student.
- i. No registrations for Summer School will be accepted without the approval of the principal of the home school.

## 2. **Summer School Registration – Full Course Option**

- a. Any student can register for a full course offered through Regina Catholic Learning Online, Saskatoon Cyberschool, or other online full course offerings.
- b. Students registering for Summer School do so at their personal cost. RCSD **does not** pay for any costs associated with Summer School.
- c. Students must have the pre-requisite course for a Summer School course. Investigating pre-requisites is the responsibility of the student and the student's family.
- d. RPSD may allow students to take a 30-level course without having taken it before, as long as the student has the pre-requisite. This is not an option elsewhere.
- e. The student is responsible for providing the home school with the necessary mark information once the course is completed.
- f. No registrations for Summer School full course offerings will be accepted in RCSD without the approval of the principal of the home school.

## 3. **Summer School and Final Mark Submission**

- a. Marks for 30-level Summer School courses (recovery or full course) are sent directly to the Ministry of Education from Summer School.
- b. Marks for 9, 10, and 20-level Summer School full courses (100-hour courses) are sent directly to the Ministry of Education from Summer School.
- c. Summer School marks for students in 9-, 10-, or 20-level recovery courses taken via Regina Public are sent to the home school. For these courses, the home school will grant an automatic 50% for the course that was taken at school level. That 50% will be averaged with the student's Summer School mark. Thus, if a student obtains a mark of 35% in a course at their high school and 70% in the Summer School course, the student will have earned a final mark of 60%  $[(50\% + 70\%) \div 2]$ .
- d. Summer School marks for students in credit recovery taken via RCSD will be calculated as all credit recovery courses are calculated (see Credit Recovery application).
- e. Students who do not complete courses in Summer School will retain the original course mark.

- f. If a student fails a completed 10- or 20-level recovery course in Summer School and the average described in (c) above is higher than the original course mark, the new mark must be submitted to the Ministry of Education by the home school.
- g. The principal of the home school must approve recovery Summer School final marks before those marks are sent to the Ministry of Education.