

# On-Line Summer Program

Summer 2011

Grades 9-12

**Your child is being recommended to participate in the Tahoma summer on-line program.** Courses are being offered in language arts and math for students in grades 9-12. At high school there are some limited additional choices for students who have previously been working in an on-line course and wish to finish that course over the summer. Based on your child's skill level and credit needs our counselors will determine course placement.

## Math Classes

Pre-Algebra

Algebra

Geometry

## Language Arts Classes

English I—Intro to Literature and Composition

English II—Critical Reading and Effective Writing

English III—American Literature

Counselors will help students make an appropriate course selection.

## Registration Cost

**\$125 per course**

There are limited seats available for this program; please respond to this recommendation by June 15th so we know if your child will be participating or not. Students who qualify for free or reduced lunch can request a scholarship on the registration form.

## Time Required

Approximately 90 hrs per course or 15 hrs/week for 6 weeks

## Start date for all courses: June 21

## Required Weekly Face to Face

Tuesdays: grades 6 to 8 9:00 a.m.—12:00 p.m.

Thursdays: grades 9 to 12 9:00 a.m.—12:00 p.m.

starts Tuesday, June 21st for grades 6-8

starts Thursday, June 23rd for grades 9-12

## End date for all course work: July 29

**Required On-Site  
Proctored 2-Hour Final Exam  
July 26th grades 6-8  
July 28th grades 9-12**

**Parents will need to provide transportation for all face to face sessions and final exams.**



## Questions

Please contact

Your child's school counselor  
CRMS (425-413-5405)  
TMS (425-413-3666)  
TJHS (425-413-5612)  
TSHS (425-413-6204)

or

Betsy Lowe  
Summer School Coordinator  
425-413-6348



## Parent Night

Get a glimpse into the on-line curriculum

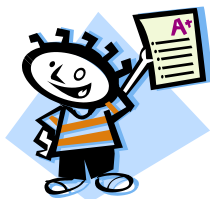
Learn how the weekly face to face support works

**Tuesday, June 21st 6:00 pm —7:00 pm  
Tahoma Central Services Center  
Board Room**

## Correcting Coursework & Feedback

Teachers will monitor communications and work being turned in by students for their course daily Monday-Friday. Teachers will typically respond to requests for help or to grade assignments within 24 hours but at least within 48 hours.

Teachers are not expected to monitor course work over the weekend and students and parents should not expect that teachers will be available on-line during weekend hours.



## Office Hours

Teachers will be available at the weekly face to face sessions and will also establish a regular schedule for on-line office hours. Teachers will be available by phone during office hours so students can call in for help or parents can call if they want to discuss progress their child is making.



The Tahoma School District is installing an on-line learning management system. Some of our summer school teachers may be testing this system with their students to allow for video conferencing capabilities. Teachers will communicate with you if that option is something they will be doing in your child's class.

## Computer Requirements to Access the Courses

Classes for 9-12 grade students are accessed through APEX. You can check your system configuration by going to:

**[apexlearning.com/SystemCheckUp](http://apexlearning.com/SystemCheckUp)**



### Display

Resolution 800 x 600 pixels supported  
1024 x 768 pixels recommended

Color Depth 8 bits (256 colors) supported  
16 bits (highcolor) recommended

### Browsers

Microsoft Internet Explorer 6.0 or higher  
Mozilla Firefox 2.0 or higher  
Apple Safari 3.0 or higher

### Browser Plug-Ins

Adobe Reader 6.0 or higher  
Adobe Flash Player 7.0 or higher  
Java Virtual machine (Sun Java 1.5 or higher, recommended)

### Firewall/Filtering

Firewall and content filtering software must allow access to the sites being used by your child's course. Courses for 9-12 students use APEX. Courses for 6-8 students may use other on-line providers, including catchupmath.com

### Audio

Speakers or headphones



## On-Site Face to Face Time

Students are required to attend the once weekly face to face sessions at Tahoma District Office in the board room. At these sessions students can get extra help. Any teacher scored weekly assessments will be completed at this time

**Grades 6-8: Tuesdays from 9:00 am—12:00 pm**

**Grades 9-12: Thursdays from 9:00 am—12:00 pm**

**June 21—July 28**



## Student Progress Reporting

We know there are plenty of distractions for students in an on-line environment.

Parents are encouraged to have their child show them their progress in the course at any time. There is an overview for students that shows progress in the class. In this way parents can monitor their child's progress and provide support for being productive, if needed.

If students are not making adequate progress teachers will contact parents to let them know that their child is not completing work.

## Plagiarism

It is expected that all student work is original and not copied from other sources. We use an on-line program to screen for plagiarism.

### Consequences for plagiarism:

1st time — parent notified, student must redo assignment, infraction noted in student file

2nd time—parent notified, principal notified,  
infraction noted in student file,  
student removed from summer school class



**NOTE: course fee will NOT be refunded if a student is dropped from the class due to misconduct.**



# Teaching and Learning Summer Programs

25720 Maple Valley-Black Diamond Road S.E. • Maple Valley, WA 98038 • (425) 413-3400 • FAX (425) 413-3455

## ON-LINE SUMMER SCHOOL 2011 REGISTRATION FORM Grades 6—12

Student Name \_\_\_\_\_

Current school information    Grade \_\_\_\_\_    School \_\_\_\_\_

I am enrolling for     Math     Language Arts *(select one)*    Other *(10-12 only)* \_\_\_\_\_

Parent \_\_\_\_\_    Day time phone \_\_\_\_\_

Parent e-mail address: \_\_\_\_\_ (please print very clearly!)

Does your child have access to this e-mail account?    \_\_\_\_ Yes    \_\_\_\_ No

Student e-mail address: \_\_\_\_\_ (please print very clearly !)

### Student and Parent Information and Assurances:

- Summer school for grades 6-12 is a blended learning program and require access to a computer and the internet at home. Face to face contact is made with the teacher weekly at the district central office and at those face to face sessions we will provide computers for students to use.

#### Parents are responsible for transportation to the weekly face to face sessions.

Face to Face Sessions

Grades 6-8: Tuesdays from 9:00 a.m.—12:00 p.m.

Grades 9-12: Thursdays from 9:00 a.m.—12:00 p.m

- To access the on-line program your computer must be capable of running Microsoft Internet 6.0 or higher, Firefox 2.0 or higher, or Safari 3.0 or higher. The latest versions of Flash player and Java must also be installed.
- It is expected that all student work is original and not copied from other sources. We will use on-line programs to screen for plagiarism. Consequences for plagiarism include:
  - 1st time—parent notified, student must redo assignment, an infraction for plagiarism will be noted in the student's discipline file
  - 2nd time—parent notified, principal notified, second infraction noted in student's discipline file and the student will be removed from the summer school class. Please note that the course fee will NOT be refunded.
- Parents will need to provide supervision and monitoring as appropriate for a home based on-line environment. Work completion can be an issue for some students and if this starts to become a problem for your child teachers will notify parents so you can provide appropriate support at home. The 6 weeks of summer school go very quickly!
- Student and parents understand that all work submitted for the class must be the original work of the student enrolled in the class and not the work of others (i.e. friends, siblings, or parents).
- Help is available from the on-line teachers for our courses. Teachers will have weekly on-line office hours where students may call in for phone assistance or do a on-line conference.

- Teachers will monitor their courses daily Monday-Friday. Teachers will typically respond to requests for help or to grade assignments within 24 hours but at maximum within 48 hours. Teachers are not expected to monitor course work over the weekend and students and parents should not expect that teachers will be available on-line during week end hours.
- Each course will have a proctored final examination. This will be scheduled for a 2 hour block during the student's face to face time the last week. Grades 6-8 July 26th, Grades 9-12 July 28th. Parents will need to provide transportation to the final examination.
- All course work must be completed by July 29, 2011.

**I have read and understand the information about summer school provided in this document.  
All work submitted for this course will be the student's own original work.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Please return registration form and tuition to Tahoma Central Services Building or mail to:  
Tahoma School District, Summer School—Teaching and Learning  
25720 Maple Valley-Black Diamond RD SE  
Maple Valley, WA 98038**

<b>Please register and pay tuition by June 15, 2011</b>
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**SUMMER SCHOOL FEES**

**\$125 per student**

- Enclosed is my registration form and tuition of \$125** *(checks payable to Tahoma School District)*
- For families qualifying for free or reduced lunch you may request a full** (free lunch) **or partial scholarship for half price, \$62.50** (reduced lunch).
- I am requesting consideration for a summer school scholarship.  
*(Scholarships are based on free or reduced lunch status)*
- I authorize the Tahoma School District to verify my child's free/reduced lunch status to determine tuition due. *(Required for scholarship determination. Failure to grant authorization will not affect your child's eligibility to enroll in summer school. Information regarding free/reduced lunch status will not be shared with other programs.)*
- I do not authorize the TSD to verify my child's free/reduced lunch status

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date