

On-line registration is available beginning March 26. This will only be available for current PISD students. Please go to this website to check for online registration instructions. <http://www.pisd.edu/students/summer.school/>

PLANO INDEPENDENT SCHOOL DISTRICT
Summer Opportunities for Learning
for
Grades 9 – 12



Student Handbook and Registration Information 2018

1st Session: June 11 – June 28 (Mon-Fri)

2nd Session: July 2 – July 20 (Mon-Fri)

8:00 a.m. – 1:30 p.m.

Plano West Senior High School
5601 W. Parker Road
Plano, Texas 75093

The following courses will be offered:

English
ESL
Math
SAT Preparation
Spanish
Special Education

Professional Communications
Health
Physical Education
Science
Social Studies

www.pisd.edu/summerschool

Hotline (469) 752-8265

END OF COURSE (EOC)

PISD will provide a separate summer school program for current 8th, 9th, 10th, 11th and 12th graders who have taken the following courses and did not meet a satisfactory standard on the EOC.

These courses include:

- **English I, English II**
- **Algebra I**
- **Biology**
- **US History**

EOC Program Information

Registration: June 6 at Clark High School, 8:00 AM – 12:00 PM

Program Site: Clark High School

Students Attend: June 7 – June 22, 9:00 AM – 1:00 PM (M-F)

EOC Summer Testing: June 25 - 29

Further information concerning specific subject tests and dates will be forthcoming.

*****Information on this program, along with registration procedures, will be forthcoming from your student's counselor.*****

GENERAL INFORMATION

HOURS: 8:00 a.m. - 1:30 p.m.
Note: Classes are dismissed at 10:00 a.m. on June 28 and July 20 (last day of class each session)

* **The SAT-PSAT Preparation class** meets from 8:00 a.m. – 10:00 a.m. and follows the high school first session calendar. The fee of \$120 includes the student's personal copy of the SAT preparation handbook (Barron's *How to Prepare for the SAT*) used in the course. Students taking this course can ride the bus to summer school but must provide their own transportation home.

ATTENDANCE:

Since attendance at summer school is critical to the student's success, a student who is absent from class **more than 5.5 hours may be withdrawn**. There are no excused/unexcused absences. **All** absences count toward the 5.5 hours. The tuition is non-refundable.

CONFIRMATION OF CLASSES:

The summer school office does not mail confirmation of enrollment. Once a student registers for summer school, he/she is enrolled and should report on the first day of class.

CREDITS:

A maximum of .5 units of credit may be earned each session or a maximum of one unit of credit may be earned for attending both sessions.

Most classes taught the first session of summer school correspond to the classes taught during the fall semester of the regular school year. Most classes taught during the second session correspond to the classes taught during the spring semester of the regular school year. However, if enrollment justifies, it is possible to take a second semester (spring semester) course during the first session of summer school.

DISCIPLINE:

The infractions listed below may result in immediate disciplinary actions. **NO WARNINGS WILL BE GIVEN.**

- having in your possession a gun/knife or weapon of any kind.
- being under the influence of or having in your possession drugs/alcohol.
- smoking and/or having tobacco products in your possession.
- fighting.

Tuition is non-refundable if a student is dismissed for non-attendance, discipline, or other grounds for removal.

FINANCIAL ASSISTANCE/PAYMENT PLANS:

Only students who qualify for the free/reduced meals program during the school year are eligible for financial assistance and payment plans. If the student needs financial assistance, **the first payment of at least \$20 must be submitted at online registration or submitted with the student registration form. The parent will be billed for the remaining balance.** Payment plans are accepted for the remaining balance.

PARKING:

No parking permit is required for summer school. Students are not allowed to park in visitor or staff parking spaces.

REFUNDS/WITHDRAWAL FROM SUMMER SCHOOL:

Students who enroll for summer school and decide not to attend must give **written notification** to the Summer School Office before the first day of class for each session. Thirty dollars (\$30) of the tuition is non-refundable. Refund requests must be **in writing** to:

Student Services/Summer School, PISD, 2700 W. 15th St., Plano, TX 75075. Failure to notify the Summer School office in writing prior to the beginning of that session will result in a \$60 processing fee.

Refunds will not be issued before July 2, 2018.

If a class does not make, the complete tuition will be refunded.

Tuition is non-refundable if a student is dismissed for non-attendance, discipline, or other grounds for removal.

TARDIES:

A student is tardy anytime the student arrives to class after 8:00 and/or anytime a student is late to class after a break. Each student is allowed THREE (3) tardies. Students must report to the attendance office to receive a tardy pass. When students are tardy more than 15 minutes after class begins or after a break, they will receive a tardy plus a 15-minute absence for every 15-minute interval of class missed. The 15-minute absences will be counted in the student's total/cumulative absence from class. Upon receiving the fourth tardy – OR more than 5.5 hours of absence (whichever comes first) – the student may be withdrawn from summer school.

On the second tardy the teacher will conference with the student and call the parent. On the third tardy the principal/assistant principal will conference with the student, notify him/her of withdrawal from summer school on the next tardy and call the parent.

Discipline referrals for inappropriate and/or disruptive behavior:

1st referral – conference with principal/assistant principal. Student returned to class if deemed appropriate by principal/assistant principal.

2nd referral – conference with principal/assistant principal. Student given notice of withdrawal with next referral from class. Student sent home after conference. Call to parent.

3rd referral – student is withdrawn from summer school.

Note: Absence from class for being sent home will count toward total hours of absence.

TRANSPORTATION/BUS SCHEDULE:

Bus transportation will be provided from each high school and each senior high school. Bus schedules will be available in the counselors' offices the last week of the 2017-2018 school year.

TUITION/METHODS OF PAYMENT:

The tuition for summer school is \$230 per session. The \$30 non-refundable registration fee is included in this amount. Tuition for out of district students is \$460 per session.

Payment may be made by cash, cashier's check, money order, MasterCard, Visa, or Discover Card.




PERSONAL CHECKS WILL NOT BE ACCEPTED. Cashier checks and money orders should be made payable to Plano I.S.D.



ENROLLMENT PROCEDURES

Pre-Enrollment:

Pre-enrollment is essential for the following:

-  A student who failed a course in the first semester of the 2017-2018 school year.
-  A student who failed a course in a prior year.
-  A student who wants to accelerate his/her high school program.

Pre-enrollment begins March 26.

Students are assigned classes on a first come/first serve basis. Therefore, it is very important that students pre-enroll and return the form as quickly as possible.

Students who have pre-enrolled are completely enrolled. They should report to their summer school location on June 11 for Session 1 and July 2 for Session 2.

Parents may register online **or** with paper registration forms. Please do not select both options.

Online Registration:

Parents may register and pay online if the counselor has pre-approved the course(s). The parent must go to the parent portal login, complete/verify the student emergency information and must pay using a credit card. Online registration instructions may be found at the PISD website <http://www.pisd.edu/students/summer.school/>.

To enroll online, the student must be currently enrolled in PISD (school year 2017-18). Once the credit card transaction is successful, the parent will receive an authorization number. This ensures the student is enrolled in summer school. The enrollment process is complete.

Non-PISD students must submit the paper registration forms.

Paper Registration:

Students not currently enrolled in PISD must submit paper registration forms. Registration forms (Forms A, B, C, D, and E) located in the back of this booklet should be returned as soon as possible to facilitate the registration process. Complete the registration form in its entirety. Registration forms (Forms A, B, C, D and E) should be returned immediately, as places will be filled in the order in which they are received.

DO NOT RETURN THE REGISTRATION FORM TO YOUR HOME SCHOOL COUNSELOR.

Mail applications (Forms A, B, C, D and E) and payment directly to:

Student Services/Summer School, Plano ISD, 2700 W. 15th St., Plano, TX 75075

Steps for pre-enrollment paper registration are as follows:

1. Obtain a *Student Handbook and Registration Information Form* from the counselor at your school.
2. Have the school counselor verify the student ID number, correct course and course number (Forms B and C). (Grades will be reported by ID number. An incorrect ID number could result in a student not receiving credit for a course taken in summer school.)
3. Complete all information including signatures.
4. Mail the registration forms (Forms A-E) with a cashier's check or money order or completed credit card information (MasterCard, Visa, or Discover card) to:

Summer School, Plano Independent School District, 2700 W. 15th Street, Plano, Texas 75075

Tuition is \$230 for one session or \$460 for two sessions. Tuition is \$120 for the SAT/PSAT Preparation Class. **PERSONAL CHECKS WILL NOT BE ACCEPTED. Cashier's checks and money orders should be made payable to Plano ISD.**

Regular Enrollment:

- ✎ Students who have not pre-enrolled **MUST** enroll at **Plano West Senior High School**, 5601 W. Parker Road, **Thursday, June 7** between the hours of 8:00 a.m. – 12:00 noon in the cafeteria. Tuition is \$230 per session.
- ✎ There is no guarantee that spaces will be available for Sessions 1 and 2 after registration on June 7. It is recommended that enrollment for both sessions be done on June 7. In past years several classes were closed before second session began.
- ✎ Students may register for second session **June 18-June 21** between the hours of **9:00 a.m. and 12:00 noon** at Plano West Senior High School.

Out of District Students:

Out of district students may pre-enroll following the same guidelines as listed for regular PISD students or may enroll on **Monday, June 4** from 1:00-4:00 p.m. at the PISD Administration Building, 2700 W. 15th Street, Plano. For those who have not pre-enrolled or enrolled at the June 4th registration, it is possible to register at regular registration **Thursday, June 7** at Plano West Senior High School (8:00 a.m. – 12:00 noon).

It is the responsibility of the student to enroll in the correct course and to complete the necessary forms for grade reporting to his/her home school. Tuition for out of district students is a set fee of \$460 per session, payable at the time of registration.

STUDENT REGISTRATION FORM

CHECK ONE:

PISD Student _____ PISD Resident but do not attend PISD Schools _____ Out-of-District Student _____

I will attend 1st Session _____ 2nd Session _____ Both Sessions _____

PLEASE PRINT

A student may register at one time for both sessions. Please indicate course selection for both sessions on the appropriate forms.

Student Name: _____ Birthdate: _____ Male Female

Address: _____ Apt. No. _____ City: _____ State: _____ Zip: _____

PISD School Attended 2017-2018 _____ Grade Completed 2017-2018 _____

PISD School You Will Attend 2018-2019 _____

TO THE PARENT AND STUDENT:

I have read and understand all of the summer school policies and regulations and refund policy as described in this booklet.

Parent Name

Parent Signature

Student Signature

Mother's Daytime Phone

Father's Daytime Phone

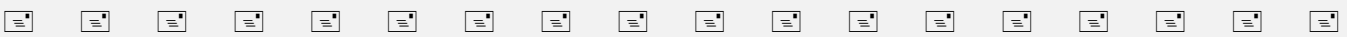
Home Phone

NON-PISD STUDENT, please complete all of the above as well as the following:

Counselor/Principal: _____ School: _____

Address: _____ City: _____ State: _____ Zip: _____

If not a current PISD student, have you ever been enrolled in a PISD school? _____

 <p>MAIL or BRING Forms A, B, C, D, and E AND PAYMENT (\$230 PER SESSION FOR PISD RESIDENTS OR \$460 PER SESSION FOR OUT OF DISTRICT STUDENTS BEFORE JUNE 5) TO:</p> <p>Student Services / Summer School Plano ISD 2700 W. 15th Street Plano, TX 75075</p> <p>AFTER JUNE 5 STUDENT MUST REGISTER AT PWSH ON JUNE 7.</p>

OFFICE USE ONLY

ID Number _____

Please select only one course for this session. Counselor’s signature is required below.

▶▶ Course offerings at PWSH: ◀◀

ENGLISH

- 101001 English I Regular Part 1
- 101011 English I Modified Part 1
- 101001 English I **Regular Part 2 Trailer**
- 101011 English I **Modified Part 2 Trailer**
- 102001 English II Regular Part 1
- 102011 English II Modified Part 1
- 102001 English II **Regular Part 2 Trailer**
- 102011 English II **Modified Part 2 Trailer**
- 103001 English III Regular Part 1
- 103011 English III Modified Part 1
- 103001 English III **Regular Part 2 Trailer**
- 103011 English III **Modified Part 2 Trailer**
- 104001 English IV Regular Part 1
- 104011 English IV Modified Part 1
- 104001 English IV **Regular Part 2 Trailer**
- 104011 English IV **Modified Part 2 Trailer**

MATH *

- 152001 Algebra I Part 1
- 152011 Algebra I Modified Part 1
- 152001 Algebra I **Part 2 Trailer**
- 152011 Algebra I **Modified Part 2 Trailer**
- 154001 Algebra II Part 1
- 154001 Algebra II **Part 2 Trailer**
- 153001 Geometry Part 1
- 153011 Geometry Modified Part 1
- 153001 Geometry **Part 2 Trailer**
- 153011 Geometry **Modified Part 2 Trailer**
- 153501 Math Models with Applications Part 1
- 153511 Math Models with Applications Mod Part 1

ELECTIVES

- 501401 Spanish I Part 1 *
- 502401 Spanish II Part 1 *
- 45350B Professional Communications

NO CREDIT COURSES

- 95204B SAT-PSAT Preparation Class (\$120)

▶▶ Course offerings at PWSH: ◀◀

SOCIAL STUDIES

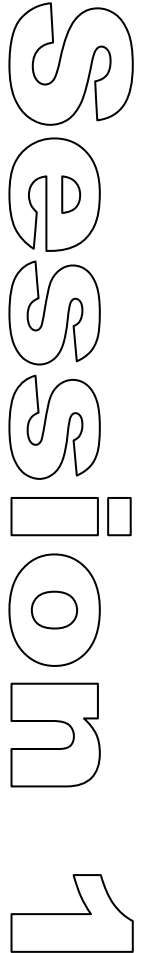
- 25500B Economics Regular
- 25501B Economics Modified
- 25400B Government Regular
- 25401B Government Modified
- 251001 US History Regular Part 1
- 251011 US History Modified Part 1
- 252001 World History Regular Part 1
- 252011 World History Modified Part 1
- 253001 World Geography Regular Part 1
- 253011 World Geography Modified Part 1

SCIENCE

- 204001 Biology Regular Part 1
- 204011 Biology Modified Part 1
- 205001 Chemistry Part 1
- 206001 Physics Part 1
- 201001 Integrated Physics & Chem Part 1
- 201011 Integr Physics & Chem Modified Part 1
- 208201 Environmental Systems Part 1
- 208211 Environ Systems Modified Part 1

ELECTIVES

- 301101 Foundations/Personal Fitness Part 1
- 30250B Team Sports
- 30260B Individual Sports
- 30100B Health Regular
- 30101B Health Modified



TO BE COMPLETED BY THE COUNSELOR

* Students may not take math classes or foreign language classes in summer school unless they have already attempted the class. Any exceptions to this must be approved by the lead counselor on the campus making the recommendation.

Please check if the student is receiving these services in regular courses: _____ESL _____IEP/Adaptations

Has the student previously taken this course? _____Yes _____No

It is the responsibility of the home school counselor to assure that the student is enrolled in the correct course. Please mark the CORRECT course and complete the following information:

Student Name (Please Print)

ID Number (must be correct to ensure proper credit)

Signature of Home School Counselor (This signature verifies that the counselor has checked the student’s ID number, and the student is registering for the appropriate course and Part.)

Please select only one course for this session.
Counselor's signature is required below.

Course offerings at PWSH:

ENGLISH

- 101001 English I Regular Part 2
101011 English I Modified Part 2
102001 English II Regular Part 2
102011 English II Modified Part 2
103001 English III Regular Part 2
103011 English III Modified Part 2
104001 English IV Regular Part 2
104011 English IV Modified Part 2

MATH *

- 152001 Algebra I Part 2
152011 Algebra I Modified Part 2
154001 Algebra II Part 2
153001 Geometry Part 2
153011 Geometry Modified Part 2
153501 Math Models w/ Applications Part 2
153511 Math Models w/ Applic. Modified Part 2

ELECTIVES

- 501401 Spanish I Part 2 *
502401 Spanish II Part 2 *
45350B Professional Communications

Course offerings at PWSH:

SOCIAL STUDIES

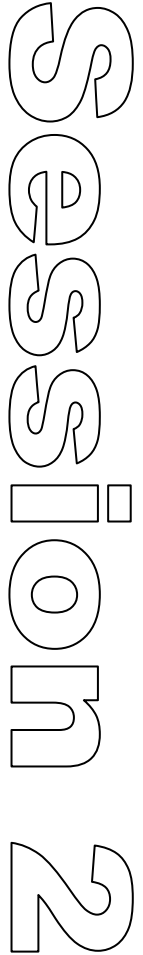
- 25500B Economics Regular
25501B Economics Modified
25400B Government Regular
25401B Government Modified
251001 US History Regular Part 2
251011 US History Modified Part 2
252001 World History Regular Part 2
252011 World History Modified Part 2
253001 World Geography Regular Part 2
253011 World Geography Modified Part 2

SCIENCE

- 204001 Biology Regular Part 2
204011 Biology Modified Part 2
205001 Chemistry Part 2
206001 Physics Part 2
201001 Integrated Physics & Chemistry Part 2
201011 Integr Physics & Chem Mod. Part 2
208201 Environmental Systems Part 2
208211 Environ Systems Modified Part 2

ELECTIVES

- 30100B Health Regular
30101B Health Modified
301101 Foundations/Personal Fitness Part 2
30250B Team Sports
30260B Individual Sports



TO BE COMPLETED BY THE COUNSELOR

* Students may not take math classes or foreign language classes in summer school unless they have already attempted the class. Any exceptions to this must be approved by the lead counselor on the campus making the recommendation.

Please check if the student is receiving these services in regular courses: ESL IEP/Adaptations

Has the student previously taken this course? Yes No

It is the responsibility of the home school counselor to assure that the student is enrolled in the correct course. Please mark the CORRECT course and complete the following information:

Student Name (Please Print)

ID Number (must be correct to ensure proper credit)

Signature of Home School Counselor (This signature verifies that the counselor has checked the student's ID number, and the student is registering for the appropriate course and Part.)

PLANO INDEPENDENT SCHOOL DISTRICT SUMMER SCHOOL STUDENT EMERGENCY INFORMATION/AUTHORIZATION FORM

Student's Legal Name _____
 Address _____
 Birthdate ____/____/____ Grade _____ Male Female

Name Child Goes By _____
 Area Code _____ Home Phone _____
 Race _____

IMPORTANT HEALTH INFORMATION: Please list health conditions, allergies (drug or food, etc.), daily medications and medical history. A doctor's note is required to have a food substitute.

PLEASE FURNISH THE FOLLOWING INFORMATION IN CASE OF ACCIDENT OR SUDDEN ILLNESS. PLEASE PLACE AN "X" FOR EACH PARENT/GUARDIAN THE STUDENT LIVES WITH:

Parent/Guardian	Lives with <input type="checkbox"/>	Parent/Guardian	Lives with <input type="checkbox"/>	Parent/Guardian	Lives with <input type="checkbox"/>
Name		Name		Name	
Employer		Employer		Employer	
Work Phone ()		Work Phone ()		Work Phone ()	
Cell Phone ()		Cell Phone ()		Cell Phone ()	
Email		Email		Email	
(Enter information below if different than student)		(Enter information below if different than student)		(Enter information below if different than student)	
Home Address		Home Address		Home Address	
Phone ()		Phone ()		Phone ()	

List two persons who will assume temporary care of your child within 30 minutes if you cannot be contacted.

Name	Daytime Phone ()	Relationship
Name	Daytime Phone ()	Relationship

PHYSICIAN AND INSURANCE INFORMATION

DOCTOR	PHONE	NAME OF INSURED	EMPLOYER
HOSPITAL	ADDRESS	GROUP NUMBER	POLICY NUMBER

I, the undersigned, do hereby authorize employees of Plano Independent School District to contact directly the persons and health care providers named on this card and do authorize the named physicians, clinics and/or hospitals to render such treatment as may be deemed necessary for the transportation and health care of said child. In the event the physicians, other persons named on this card, or parents cannot be contacted, the school employees are hereby authorized to take whatever action is deemed necessary in their judgment, for the health of the aforesaid child. (Section 35.01, Texas Family Code). I will not hold the school district financially responsible for the emergency care and/or transportation of said child.

I request that the physicians, dentists and staff of the medical facility perform any diagnostic procedures, treatment procedures, operative procedures, x-rays and anesthetics as may be necessary in the diagnosis and treatment of my child. I authorize the medical facility to dispose of any specimen or tissue taken from named person.

I certify I am a parent with legal control of the child, the child's legal guardian, or have other court ordered control of the child. I understand that I must notify Plano ISD in writing to change any information on this form or to revoke any consent given herein.

 Printed Name of Parent/Guardian Signature of Parent or Legal Guardian Date

 Printed Name of Student Signature of Student (If 18 or more years of age) Date

CHECK THE APPROPRIATE BOXES BELOW TO INDICATE YOU HAVE READ AND UNDERSTAND THE FOLLOWING AUTHORIZATION STATEMENTS:

1. Publications, Video, Internet, Artwork Display, Consent and Release Agreement (Student/Parent Policy Guide; <http://k12.pisd.edu/techs/release.htm>)

Student and parent/guardian release to Plano ISD the student's name, voice, verbal statements, and portraits (video or still), picture, artwork and consent to their use on behalf of Plano ISD for publicity purposes.

YES, I AGREE NO, I DO NOT AGREE

2. Student Internet Use Agreement (Policy CQ (Local), Student Code of Conduct; <http://k12.pisd.edu/aug.htm>)

My student and I have read and agree to follow the Acceptable Use Policy regarding use of the PISD network and Internet resources.

YES, I AGREE NO, I DO NOT AGREE

3. Electronic (Email) Transmittal of Student Record Information (Student/Parent Policy Guide; [http://www.pisd.edu/policyguide\(E\).pdf](http://www.pisd.edu/policyguide(E).pdf))

Student Record Information release of information to be transmitted by Plano ISD electronically to the parent by request.

YES, I AGREE TO RELEASE STUDENT INFORMATION ELECTRONICALLY BY REQUEST TO ABOVE EMAIL ADDRESS**
 NO, I DO NOT AGREE TO RELEASE STUDENT INFORMATION ELECTRONICALLY

 Parent/Guardian Signature

Payment Information

Please complete the payment information below. The cost of this program is \$230 per session. For non-Plano ISD residents, cost of this program is \$460 per session.




Student's Name _____ Date _____

PAYMENT INFORMATION: *** PERSONAL CHECKS WILL NOT BE ACCEPTED. *******

Cash Amount _____

Money Order Number _____ Amount _____
(payable to Plano ISD)

Cashier's Check Number _____ Amount _____
(payable to Plano ISD)

Credit Card    MasterCard _____ Visa _____ Discover Card _____

Credit Card Number - -

Expiration Date / month year Last Three Digits on Back of Credit Card

Name of Credit Card Holder _____

Signature of Credit Card Holder _____

Amount to Charge \$ _____ Daytime Phone Number _____

Financial

Assistance **I have attached my first payment of \$20. I will be billed for the remaining tuition balance. Payment plans are accepted on the remaining balance.**

MAIL or BRING FORMS A, B, C, D and E AND PAYMENT (\$230 per session for PISD residents or \$460 per session for out of district students) BY JUNE 5TH TO:

PLANO ISD
SUMMER SCHOOL
2700 W. 15TH STREET
PLANO, TX 75075

DO NOT RETURN THIS APPLICATION TO YOUR SCHOOL.

OFFICE USE ONLY

FA _____ ID Number _____