

2020 Leilehua High School Online Summer School

Registration/Payment Procedures and Information

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LHS SUMMER SCHOOL SCHEDULE

Year Course – June 4, 2020 – July 9, 2020

1st Semester – June 4, 2020 – June 22, 2020

2nd Semester – June 23, 2020 – July 9, 2020

No School: June 11 (Kamehameha Day) and July 3
(Fourth of July)

Classes held virtually M-F

REQUIREMENTS

All students are **required** to have access to the following: computer, internet access, headphones (if needed) to complete summer school course. *Unfortunately, we will not be loaning computers/laptops.*

Students are expected to **login every day** of the session. If you are unable to meet this requirement, it is recommended you do NOT register for online summer school.

Students need to understand that online courses are self-directed and will need to put in the work to meet the requirement to earn the credit. Students will need to access student email, google classroom (if needed), scheduled check-ins with teacher (teacher discretion).

Also, when registering please be sure that Leilehua online summer school is the right fit for your child.

ATTENDANCE

- Students are expected to **login every day** of the session. If you are unable to meet this requirement, it is recommended you do NOT register for online summer school. Schedule will be teacher discretion.
- One summer school day is equivalent to one week of regular school.
- Mandatory online synchronous meetings will be scheduled throughout the session. Dates and times will be determined by the teacher.
- Summer school is a compact, accelerated program (not self-paced).
 - Students are allowed 3 absences per semester. Anything more than that will result in dismissal, not earning course credit and no refund.*
- You will not be granted extensions or allowed to make up any assignments due to a trip, vacation, community service, job, etc.

TUITION AND FEES (SUBJECT TO CHANGE)

REGISTRATION

Due to the recent events with COVID-19 – all enrollments must be done **ONLINE** at:

<https://bit.ly/LHSSummerSchool>

- Last day to register/pay will be May 22 (based on availability)*
- Parents/guardians must register their child for online summer school courses.
- Registration does NOT guarantee a seat in the summer class, it begins the application process.
- Only allowed to enroll in up to one credit for summer school: two .5 credit courses or one credit class. Courses are subject to availability.
- If needed, communicate with your child's school counselor prior to registration to determine if the course enrolling in is relevant to the child's educational goals.
- When filling out registration form, please ensure that information is filled out accurately (student name, emails, phone #s, home address).
- If classes are full – and you registered, you will be notified.
 - LIMITED SEATS for all courses; when payment is received spot is secured.**

INSTRUCTION/GRADING

- Online asynchronous classes; facilitated by a teacher
- Weekly and/or daily check-ins (times determined by teacher)
- If there are concerns about student performance in the online class, contact home will be made (please make sure information is accurate)

COURSE OFFERINGS - FOR ADVANCEMENT ONLY

- English 4
- Physical Education: Lifetime Fitness Gr. 9 (1/2 cr.)
- Physical Education: Lifetime Activities Gr. 10 (1/2 cr.)
- Health (1/2 cr.)
- World History
- US History
- Modern History of Hawaii (1/2 cr.)
- Participation in a Democracy (1/2 cr.)
- Psychology (1/2 cr.)
- Sociology (1/2 cr.)

CREDIT RECOVERY

MORE INFORMATION WILL BE FORTHCOMING..

REFUNDS

\$190.00 Registration fee for one full-credit
(2-semester courses or year course)

\$95.00 Registration fee for one-half credit
(1 - semester course)

Alu Like: Tuition assistance information may be obtained by calling the Native Hawaiian Summer School Assistance Program (NHSSAP) at Alu Like (535-6760). Please note that this agency has limited funds available. Summer school applications will not be accepted unless payment is accompanied or verification of payment from other sources is produced.

PAYMENTS

Due to COVID-19, DO NOT drop off/walk-in payment to our campus.

- **CHECKS ONLY.** Make checks payable to Leilehua High School. **IMPORTANT NOTE:** On the memo section, please write - student first and last name and course registering for. *A \$25.00 fee for checks that are returned for insufficient funds.*

If you're taking two .5 credit courses, you do not need to write separate checks. You may submit one check with the total amount for both classes.

Please note, due to COVID-19, there may be a delay in the processing of checks.

TWO OPTIONS:

- **MAIL** Payment to:
Leilehua High School
Attn: Summer School 2020
1515 California Avenue
Wahiawa, HI 96787

If you do not receive an email confirmation, please check your spam/trash folders.

- **Drive Thru @ LHS Front Parking Lot** (*We will be practicing social distancing - Masks are required for individuals in vehicle*)
 - May 11 - 8AM - 11AM
 - May 12 - 3PM - 6PM

Online Registration **MUST BE** completed **PRIOR** to drive-thru payments. Devices will not be available.

Year/Semester	% of REFUND
Before June 1	100
Up to June 3	50
Between June 4 – June 10	25
After June 10	0

***NO REFUND AND NO CREDIT/GRADE WILL BE GIVEN FOR ANY STUDENT WHO IS DISMISSED FROM SUMMER SCHOOL.** Refunds may take up to 4-6 weeks to process.

Any student who is unable to finish the coursework by the end of summer school, is dismissed or withdrawn from summer school no refund of tuition will be given.

CANCELLATION/WAITING LIST

Waiting lists will be established for all courses that reach maximum enrollment. Should the enrollment not meet the required number to warrant the course or additional section, the course or section may be cancelled with full refund. Do not submit payment for waitlisted courses. If space is available, you will be notified through email or phone.

REPORT CARDS

Report cards will be sent home electronically. Please make sure email addresses are accurate.

DISCIPLINE

- All DOE Chapter 19 rules apply. In addition, regulations from the Department of Education Chapter 19 – subchapter 3, **STUDENT MISCONDUCT AND DISCIPLINE IN SUMMER SCHOOL** will be strictly enforced.
- Parents: Please read Chapter 19 Letter to Parents: <https://goo.gl/RdNtZJ> or see attached.

Last day to register/pay will be May 22 (based on availability) - no payments accepted after this date

Chapter 19 Letter to Parents

Date:

To: Parents of Students Enrolled in Summer School

From: District Summer School Coordinators

Subject: Hawaii Administrative Rules Title 8 Chapter 19 and Summer School

Dear Parents:

This is to inform you that the provisions of Hawaii Administrative Rules Title 8 Chapter 19 Student Misconduct, Discipline, School Searches and Seizures, Reporting Offenses, Police Interviews and Arrests, and Restitution for Vandalism applies to all students enrolled in summer school:

- during summer school hours,
- on school premises,
- on department of education transportation, or
- during a department sponsored activity or event on or off school property.

Crisis Removal

A summer school site director or designee, in an emergency, may impose a crisis removal of your child immediately if after finding that the his/her conduct presents an immediate clear threat to the physical safety of self and others or is extremely disruptive as to make the student's immediate removal necessary to preserve the right of other students to pursue an education free from undue disruption.

Class A or Class B Offenses

If your child commits a class A or class B offense, he/she shall be dismissed from summer school. The summer school site director or designee shall meet with you and your child before the dismissal.

Class C or Class D Offenses

If your child commits any two of any class C or class D offense, he/she shall receive a warning for the first offense and may be released from summer for the second offense.

Attachment A outlines the provisions of Chapter 19 Subchapter 3 Student Misconduct and Summer School.

Should you have any questions regarding the Chapter 19 summer school provisions, please contact your district summer school coordinator or summer school site director.

Subchapter 3

Student Misconduct and Discipline During Summer School

§8-19-12 Disciplinary actions; authority. The summer school director or designee shall impose disciplinary action against any student attending summer school. [Eff 5/23/86; comp 7/19/93; comp 5/19/97; comp 2/22/01; am and comp 9/10/09] (Auth: HRS §302A-1112) (Imp: HRS §302A-1112)

§8-19-13 Prohibited student conduct; class offenses. (a) The following prohibited conduct applies to all students in summer school during summer school hours, on campus, or other department of education premises, on department of education transportation, or during a department of education sponsored activity or event on or off school property.

- (1) Class A offenses
 - (A) Assault;
 - (B) Burglary;
 - (C) Dangerous instrument, or substance; possession or use of;
 - (D) Dangerous weapons; possession or use of;
 - (E) Drug paraphernalia; possession, use, or sale of;
 - (F) Extortion;
 - (G) Fighting;
 - (H) Firearms; possession or use of;
 - (I) Homicide;
 - (J) Illicit drugs; possession, use, or sale of;
 - (K) Intoxicating substances; possession, use, or sale of;
 - (L) Property damage or vandalism;
 - (M) Robbery;
 - (N) Sexual offenses; or
 - (O) Terroristic threatening.
- (2) Class B offenses:
 - (A) Bullying;
 - (B) Cyberbullying;
 - (C) Disorderly conduct;
 - (D) False alarm;
 - (E) Forgery;
 - (F) Gambling;
 - (G) Harassment;
 - (H) Hazing;
 - (I) Inappropriate or questionable uses, or both of internet materials or equipment, or both;
 - (J) Theft; or
 - (K) Trespassing.

- (3) Class C offenses:
 - (A) Abusive language;
 - (B) Class cutting;
 - (C) Insubordination;
 - (D) Laser pen/laser pointer; possession or use of;
 - (E) Leaving campus without consent;
 - (F) Smoking or use of tobacco substances; or
 - (G) Truancy.
 - (4) Class D offenses:
 - (A) Contraband; possession or use of;
 - (B) Minor problem behaviors; or
 - (C) Other school rules.
- (a) Class C and D offenses: A summer school student who commits two of any class C or D offense as defined in section 8-19-6 in the course of summer school shall receive a warning for the first offense and may be released from summer school for the second offense.
- (b) Any student who commits a class A or class B offense shall be dismissed from summer school. The summer school director or designee shall notify and meet with the student and parent prior to dismissal from summer school. The summer school director shall file a report with the complex area superintendent and shall provide a copy to the parent.
- (c) A summer school director or designee, in an emergency, may impose a crisis removal of a student immediately after finding that the student's conduct presents an immediate clear threat to the physical safety of self or others or is so extremely disruptive as to make the student's immediate removal necessary to preserve the right of other students to pursue an education free from undue disruption. The summer school director or designee shall inform and meet with the student and parent prior to the student's reinstatement in summer school. No student shall be reinstated without the meeting. The summer school director or designee shall file a report with the complex area superintendent and shall provide a copy to the parent. [Eff 5/23/86; am and comp 7/19/93; comp 5/19/97; comp 2/22/01; am and comp 9/10/09] (Auth: HRS §302A-1112) (Imp: HRS §302A-1112)

Frequently Asked Questions

If I would like a refund, how long will the refund process take?	Approximately 4-6 weeks or longer.
What if a course is filled? Can I be on the waitlist?	Yes, please refer to the waitlist section in the guidelines.
What if we don't have access to the internet or computer? Will the school provide one?	Unfortunately, the school will not be providing devices. Please ensure that you have access to the internet and a device prior to registering.
What if I can't make the drive-thru dates?	The drive-thru is just another option, you are more than welcome to just mail in your payments. <i>As long as we receive them by May 22</i> (if courses are still available).
I registered for the wrong course, am I able to change it?	If the course is available, yes. You will need to email lhs_summerschool@mules.k12.hi.us - provide name, and course you would like to change to.
What if I send in a payment past May 22?	Please ensure that you send payments PRIOR to May 22. We will not be processing any payments past this date. You will be notified if a course has been closed. Courses will be first come first served basis.

Any questions please email: : lhs_summerschool@mules.k12.hi.us
call: (707) 641-2037