



To: Dr. Charles Johns
Board of Education

From: Dr. John Finan

Date: November 9, 2020

Re: 2020 Summer School Report and Approve 2021 Program Recommendation: Calendar and Fees

Recommendation

It is recommended that the Board of Education approve the calendar and fees for the 2021 summer school session, to be held at Glenbrook South High School, as presented.

Background

Each year Glenbrook High School District 225 offers a summer school program for students seeking to earn additional credits, successfully complete courses previously attempted, and participate in enrichment courses. Enrollment in summer school is optional, tuition-based, and requires parents to complete a registration process.

This past summer, the program was held remotely with the following schedule:

	Start Date	End Date	Exam Date
Semester 1	6/13/2020	7/02/2020	7/02/2020
Semester 2	7/06/2020	7/23/2020	7/23/2020

Summer School Daily Schedule 2020	
8:00 - 8:30 a.m.	Daily Check-In: Preparation for learning activities
8:30 - 9:15 a.m.	Required synchronous class session
9:15 - 9:30 a.m.	Break
9:30 - 11:00 a.m.	Asynchronous learning activities assigned
11:00 - 11:30 a.m.	Optional synchronous class session
11:30 a.m. - 12:00 p.m.	Teacher available for virtual office hours
12:00 - 12:30 p.m.	Required synchronous class session
12:30 - 1:30 p.m.	Teacher available for virtual office hours

A comprehensive course catalog was made available to parents in February, and the registration process was conducted between February 18, and the beginning of June, 2020. Access to the registration process is based on a student's class (e.g. Class of 2020, 2021, 2022, 2023), with a priority given to Glenbrook residents/taxpayers. There were several classes that could not be offered remotely and were canceled accordingly.

The summer school program is intended to be financially self-sufficient. Course fees are determined by dividing the total cost of the course (e.g. teacher salary, support staff, course supplies, other ancillary expenses) by a projected enrollment of 17. For the 2020 summer school year, course fees ranged from \$245.00 - \$250.00 per semester. Tuition is required to be paid in full, prior to the start of the first day of the summer school session. As part of the school district's student financial assistance program, the Board of Education covers the cost of course fees for students classified as free.

The following is a reconciliation of revenue and expenditures for the 2020 program:

Revenue	
Tuition	\$425,737.00
	\$425,737.00
Expenditures	
Salaries and Benefits	\$272,825.79
Software License/Maintenance	\$132,845.00
Instructional/Test Materials	\$161.13
	\$405,831.92
Difference	\$19,905.08

Below is a summary of enrollment, staffing, and courses for both semesters during the Summer of 2020:

	Enrollment			Teaching Staff				Courses*	
	GBN	GBS	OOD+	GBN	GBS	GBO	OOD+	Available	Actual
Semester 1	377	413	16	13	23	2	2	39	31
Semester 2	228	304	15	13	17	3	1	29	26
	605	717	31	26	40	5	3	68	57

* Does not include courses offered in partnership with Oakton Community College.

+ Out of district

For comparison purposes, the figures below are for the summer of 2019 summer school program:

	Enrollment			Teaching Staff				Courses*	
	GBN	GBS	OOD+	GBN	GBS	GBO	OOD+	Available	Actual
Semester 1	282	474	10	11	22	-	7	37	34
Semester 2	139	303	6	3	13	-	10	29	25
	421	777	16	14	35	-	17	66	59

* Does not include courses offered in partnership with Oakton Community College.

+ Out of district

2020 Summer School Changes

- In the summer of 2020, Glenbrook implemented a schedule that eliminated classes on Fridays.
- To accommodate a (4) day week, the school day extended to a 5-hour instructional day with two 15-minute breaks.
 - The only exceptions are the service-learning project course (Habitat for Humanity), and driver education (operates on a rotation for behind-the-wheel driving sessions).

2021 Program Recommendation

Since the completion of summer school, school and district leadership teams have conducted conversations to find more efficient and resourceful ways to administer the summer school program. As a result of those conversations, the following changes for the 2021 program have been recommended:

- **Program Delivery Option**
 - Explore the possibility of offering online or blended learning opportunities for some courses. Enrollment increased last summer in part because of the E-Learning format. The enrollment increase was impacted by athletic camps and other out-of-district summer opportunities for students being cancelled because of the pandemic.
- **Calendar**
 - The objective remains to create a summer school schedule that is reasonable in the number of hours/days and yet provides students and staff adequate transition time between the end of the regular school year and the start of the summer session. In reviewing the 2020-21 school year calendar, it is recommended that the summer school sessions be scheduled as follows:
 - Semester 1: Monday, June 14, 2021 - Thursday, July 1, 2021
 - Semester 2: Wednesday, July 7, 2021 - Tuesday, July 27, 2020
- **Fees**
 - The summer school program is intended to be financially self-sufficient. Course fees are determined by dividing the total cost of the course (e.g. teacher salary, support staff, course supplies, other ancillary expenses) by a projected enrollment of 17 for most courses. Exceptions to projected enrollment estimates include the service-learning project course which utilizes an enrollment of 17 and Driver Education which utilizes an enrollment of 27.

- For the 2021 summer school program, the only anticipated increase in expenses is the hourly rate for teachers and support personnel, which resulted in the majority of course fees remaining flat or experiencing a change of no more than \$15 (from 2020 non-COVID adjusted rates).
- After calculating the total projected expenses for summer school, the following rates are recommended:
 - (6) Hour Behind the Wheel Component - \$420.00
 - (20) Hour Independent Study Course - \$180.00
 - (28) Hour Independent Study Course - \$210.00
 - (30) Hour Driver Education Classroom Component - \$125.00
 - (60) Hour General Course - \$325.00
 - (75) Hour Service Learning Project Course - \$550.00

2021 - Summer School - Course Master and Fee Calculation

Semester	Course Number	Course Name	Section Number	Projected Enrollment	Teacher Salary			Per-Student Tuition Breakdown			Rounded Tuition Cost
					Total Hours	Hourly Rate	Teacher Expense	Teacher Expense	Ancillary Expense	Tuition Cost	
Semester 1	AJE16100R	Jewelry 161/261/361	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	APH16100R	Photography 161	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	ATC16100R	Computer Aided Design	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	BCE16100R	Consumer Ed 161	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	BCE16100R	Consumer Ed 161	Section 2	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	BCE16100R	Consumer Ed 161	Section 3	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	BRK16100R	Keyboarding 161	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1/2	DEC16100R	Driver Ed (Classroom)	Section 1	27	30	\$60.72	\$1,821.51	\$67.46	\$55.00	\$122.46	\$125.00
Semester 1/2	DEC16100R	Driver Ed (Classroom)	Section 2	27	30	\$60.72	\$1,821.51	\$67.46	\$55.00	\$122.46	\$125.00
Semester 1/2	DEC16100R	Driver Ed (Classroom)	Section 3	27	30	\$60.72	\$1,821.51	\$67.46	\$55.00	\$122.46	\$125.00
Semester 1/2	DWE16100R	Driver Ed (BTW)	Section 1	27	162	\$60.72	\$9,836.14	\$364.30	\$55.00	\$419.30	\$420.00
Semester 1/2	DWE16100R	Driver Ed (BTW)	Section 2	27	162	\$60.72	\$9,836.14	\$364.30	\$55.00	\$419.30	\$420.00
Semester 1/2	DWE16100R	Driver Ed (BTW)	Section 3	27	162	\$60.72	\$9,836.14	\$364.30	\$55.00	\$419.30	\$420.00
Semester 1	ENG16100R/ENG26100R	English 161/261	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	ENG26100R	Vocabulary Workshop	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	ENG36100R/ENG46100R	English 361/461	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	ENW10100R	Writer's Workshop	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	EYD00100R	Theatre Workshop	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	FCF16100R	Food & Nutrition	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	MAA10100R	Algebra Readiness	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	MAA15100R/MAA16100R	Algebra/Algebra G	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	MAE16100R	Alg Enrichment for Hnrs Math	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	MAG25100R/MAG16100R	Geometry G/Geometry	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	MAI36100R/MAI35100R	Algebra 2/Algebra 2 G	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	MAP16100R	Pre-Calc	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	PAH16100R	Health Ed	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	PNT16100R	Physical & Nutritional Fitness	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SCB12100R	Biology	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SCC16100R	Chemistry	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SHC16100R	History of World Civ	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SHC16100R	History of World Civ	Section 2	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SHU16100R	US History	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SHU16100R	US History	Section 2	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SHU16100R	US History	Section 3	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	SRE09100R	History of Baseball	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	TEX12100R	Independent Study	Section 1	17	20	\$60.72	\$1,214.34	\$71.43	\$110.00	\$181.43	\$180.00
Semester 1	ESL10100R	Language Workshop	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	ESL05100R	Vocabulary Builder	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	ENL10100R	American Culture and the Graphic Novel	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	ACO16200R	Digital Imaging	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	ACS16200R	Sculpture	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	ATC16200R	Computer Aided Design	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00

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Semester	Course Number	Course Name	Section Number	Projected Enrollment	Teacher Salary			Per-Student Tuition Breakdown			Rounded Tuition Cost
					Total Hours	Hourly Rate	Teacher Expense	Teacher Expense	Ancillary Expense	Tuition Cost	
Semester 2	BCE16200R	Consumer Ed 161	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	BCE16200R	Consumer Ed 161	Section 2	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	BRK16200R	Keyboarding 161	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	ENG16200R/ENG26200R	English 162/262	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	ENG36200R/ENG46200R	English 362/462	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	ENW10200R	Writer's Workshop	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	FCF16200R	Food & Nutrition	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	MAA15200R/MAA16200R	Algebra/Algebra G	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	MAG25200R/MAG16200R	Geometry G/Geometry	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	MAI36200R/MAI35200R	Algebra 2/Algebra 2 G	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	MAP16200R	Pre-Calc	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	PAH16200R	Health Ed	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SCB12200R	Biology	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SCC16200R	Chemistry	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SHC16200R	History of World Civ	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SHC16200R	History of World Civ	Section 2	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SHU16200R	US History	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SHU16200R	US History	Section 2	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SHU16200R	US History	Section 3	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SRE10200R	Sports in Society	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	TEX12200R	Independent Study	Section 1	17	28	\$60.72	\$1,700.07	\$100.00	\$110.00	\$210.00	\$210.00
Semester 2	UGT50200R	Student/Learning Skills	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	SRE09200R	History of Baseball	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 2	ENR10200R	Readers Workshop	Section 1	17	60	\$60.72	\$3,643.01	\$214.29	\$110.00	\$324.29	\$325.00
Semester 1	UGL16100R	Service Learning Pract. (Habitat)	Section 1	18	75						\$550.00
Semester 1	UGL16100R	Service Learning Pract. (Habitat)	Section 2	18	75						\$550.00
Semester 1	UGL16100R	Service Learning Pract. (Habitat)	Section 3	18	75						\$550.00
Semester 2	UGL16200R	Service Learning Pract. (Habitat)	Section 4	18	75						\$550.00
Semester 2	UGL16200R	Service Learning Pract. (Habitat)	Section 5	18	75						\$550.00

**Service Learning Project
Budget Proposal 2021**

Average Participants:		15	Ratio: 7.5	
Expense	FA Elig?	Cost	Count	Total Cost
Lead Chaperone Stipend	Y	\$2,732.26	1	\$2,732.26
Chaperone Stipend	Y	\$910.75	1	\$910.75
Training - Safety	Y	\$199.50	1	\$199.50
Estimated TRS/THIS/Medicare	Y			\$111.82
Food for Participants and Chaperones	N	\$50.00	17	\$850.00
Gas	N	\$300.00	1	\$300.00
Habitat Affiliate Cost	N	\$150.00	17	\$2,550.00
Cleaning Fee	N	\$20.00	1	\$20.00
				<u><u>\$7,674.33</u></u>

Chaperone Stipend Calculation		
Expense	% of Rate	Description
\$2,732.26	60%	Lead Chaperone
\$910.75	20%	Chaperone
\$910.75	20%	Chaperone
\$4,553.77	100%	2021 Summer School Rate
		75-Hour Class

\$511.62 per Full Paying Student
\$248.00 per FA-Free Student

Average Participants:		18	Ratio: 6.0	
Expense	FA Elig?	Cost	Number	Total Cost
Lead Chaperone Stipend	Y	\$2,732.26	1	\$2,732.26
Chaperone Stipend	Y	\$910.75	2	\$1,821.51
Training - Safety	Y	\$199.50	1	\$199.50
Estimated TRS/THIS/Medicare	Y			\$138.32
Food for Participants and Chaperones	N	\$50.00	21	\$1,050.00
Gas	N	\$300.00	1	\$300.00
Habitat Affiliate Cost	N	\$150.00	21	\$3,150.00
Cleaning Fee	N	\$20.00	1	\$20.00
				<u><u>\$9,411.59</u></u>

2020-21 Rate for All Trips
<u>Rounded</u>
\$550 per Student
\$255 per FA-Free Student

\$522.87 per Student
\$251.11 per FA-Free Student

Maximum Participants:		20	Ratio: 5.0	
Expense	FA Elig?	Cost	Number	Total Cost
Lead Chaperone Stipend	Y	\$2,732.26	1	\$2,732.26
Chaperone Stipend	Y	\$910.75	3	\$2,732.26
Training - Safety	Y	\$199.50	1	\$199.50
Estimated TRS/THIS/Medicare	Y			\$164.82
Food for Participants and Chaperones	N	\$50.00	24	\$1,200.00
Gas	N	\$300.00	1	\$300.00
Habitat Affiliate Cost	N	\$150.00	24	\$3,600.00
Cleaning Fee	N	\$20.00	1	\$20.00
				<u><u>\$10,948.84</u></u>

\$547.44 per Student
\$256.00 per FA-Free Student