

Board Policy

Code No. 603.2R

SUMMER SCHOOL INSTRUCTION

Administrative Rules and Regulations **Bettendorf Summer School Program**

The following administrative rules are in place for summer school program:

1. The Superintendent or designee shall appoint an administrator(s) or administrative intern to carry out the summer school administrative responsibilities;
2. The Superintendent shall direct that an appropriate sum of money be budgeted as a line item in the proposed budget for a summer school program;
3. The Assistant Superintendent will meet with the summer school administrator(s) and develop a summer school program for presentation to the Superintendent by March 15 each year. (Timeline: Planning should begin no later than December 1 annually.);
4. When approved by the Superintendent, the summer school plan shall be presented to the Board of Directors no later than April, for its consideration;
5. The summer school administrator(s) shall proceed to hire teachers, order materials, send out informational bulletins to parents and students, and carry out all other activities necessary to implement the summer school program. (Timeline: Between April and June 1.); and
6. The Assistant Superintendent and the summer school administrator(s) shall prepare an evaluation report on the summer school program during the month of August for presentation to the Superintendent and to the Board of Directors in September.

*Reapproved: January 23, 1995
July 9, 2007
July 11, 2011*

Revised: June 21, 2004