



SUMMER SCHOOL

Special Education - Extended School Year

2018 Information Sheet

School District of River Falls, Wisconsin

Please read this Summer School Information Sheet before completing your application.

By submitting an application, you agree to accept these guidelines.

Dates:	Extended School Year (ESY) classes may include dates other than those for the general six weeks of summer school. The six weeks of summer school in 2018 are June 13 through July 19, Monday through Thursday. (No classes July 4 and 5.)
Sites:	ESY classes will be held in a location determined by the Director of Student Services.
Class Length:	ESY hours will be determined by the Director of Student Services. Teaching personnel shall be available a minimum of 15 minutes both prior to the beginning of class and after dismissal for the purpose of meeting with students for individual help, planning and preparation, assisting with administrative duties, and discipline and order in the halls and individual classrooms.
Salary:	Teacher pay for summer school will be commensurate as outlined in the Employee Handbook https://drive.google.com/file/d/0B8zw1TgHHMEBbkQwRjhnR3hiVEU/view (pp.72-73). District support staff will be paid as per specific master agreement. Non-district support staff will be paid on the first step of the appropriate agreement.
Licensure:	All classes must be taught by a teacher with a current and appropriate Wisconsin teacher license. The second staff member for ESY, when required, should be a Special Ed Aide with current and appropriate Wisconsin certification.
Substitute:	If it becomes necessary for an ESY teacher to be absent, the Director of Student Services must be notified. This administrator will assign a substitute teacher. Substitute teachers will be paid as outlined in the Employee Handbook (see link above).
Dismissal Policy:	At dismissal, ESY teachers are to ensure students are either leaving with a parent/ guardian or moving to another summer school class. If parents do not arrive within a reasonable amount of time after dismissal, the student should be brought to the summer school office, (if available), and parents should be contacted to pick up their child. Students should not be allowed to roam the halls freely while school is in session. Teachers should contact the summer school office should this occur.
Class Budget:	ESY classes do not have a budget. If supplies are needed, contact the Director of Student Services.