Welcome to Summer School 2018! We are excited that you are interested in teaching in our summer school program! Much has changed this year, so please read this information over carefully and contact our school should you have any questions. Forms for both skill builder courses and self-designed enrichment courses are provided in this packet.

1. **SKILL BUILDER COURSES**: As a certified teacher, we strongly encourage all teachers to complete the “2018 Summer School Skill Builders Course Requests” form. In the past, courses entitled “Getting Ready for...” now fall under the skill builder category. If you are only interested in teaching skill builder courses, then this is the only form you need to complete. If you are interested in teaching one or more enrichment course, this form is helpful in the event enrollment in your self-designed enrichment course(s) is too low for your course to run. Knowing your interest in skill builder courses helps administration fill all three courses in your summer school day. There is a spot on this form for you to indicate that you only want to teach skill builder courses IF (and only if) enrichment courses do not run.

2. **ENRICHMENT COURSES**: Submit one enrichment course form for each of the courses you wish to design. Enrichment courses can also be considered “Fun” courses. Arts and crafts, science and nature, sports and games, cooking, technology, and many others are considered “Enrichment.” If interested in teaching enrichment and skill builder courses, be sure to turn both forms, one for skill builders and those for your enrichment course(s).

3. When selecting grade levels for your enrichment courses, grade levels should be selected based on the grade students will be ENTERING in Fall 2018. Circle at least 3 grade levels, if possible. If you would be willing to run a “younger” and “older” elementary version of the same course, circle as many grade levels as you feel appropriate.

4. If you are willing to teach an enrichment course, but would like an idea from the district on needs or ideas we currently have, please indicate so on the enrichment course form. Note: The district would not provide a curriculum for this type of situation, but we do have information that has been collected that tells us the type(s) of courses parents and students showed a strong desire or interest in taking.

5. If you choose to charge a fee for your course, this covers consumable supplies only. **Fees should be charged ONLY if you anticipate your course will need more than $50 to fulfill your material needs**.

6. There will be no fees for any skill builder courses or swimming lessons. Teachers of skill builder courses and any enrichment course where a fee is not charged will have a $50 stipend. This $50 may be spent on any non-consumable or consumable materials and does not need to go home with students at the end of summer school.

7. More than one certified teacher may be assigned to teach any course, provided enrollment justifies the need to do so.

8. If you are a summer school teacher, an up to date teaching license is required. If you are not a current district employee, we will contact you regarding employment information we may need you to supply.

9. If you are interested in assisting and supervising the pool during lessons, please contact Jeff Kondrakiewicz.

10. Submit all completed forms to Elementary Principal Jeff Kondrakiewicz by February 19, 2018 on paper or electronically (jkondrakiewicz@cgbrockets.com).

**Please return forms to Elementary Principal Jeff Kondrakiewicz by February 19, 2018**
2018 Summer School Skill Builders Course Requests
Cedar Grove-Belgium School District

**SKILL BUILDER COURSES:** Please indicate your desire or willingness to teach our skill builder courses. This informs the district of your teaching interest so your schedule can be filled once enrollment is determined. **Circle any and all courses you would be interested and willing to teach**

- **Reading & Math Adventures Skill Builder Courses:** Reading Adventures Skill Builder courses focus on reading, writing, and language arts skills needed for the grade students will be **ENTERING** in Fall 2018. Math Adventures Skill Builder courses focus on math skills needed for the grade students will be **ENTERING** in Fall 2018.
- Teachers will receive copies of the referral forms teachers filled out for each student describing their academic needs and will be used to guide your instruction. Grade level standards are used as a foundation for skill builder courses.
- It is **critical** you select all of the skill builder courses you would be WILLING and have a desire to teach. This enables administration to provide teachers for all areas. We intend to place teachers close to level(s) they are most familiar with and have experience teaching.

<table>
<thead>
<tr>
<th>Teacher Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading Adventures Skill Builders: 5K</td>
</tr>
<tr>
<td>Reading Adventures Skill Builders: 1st Grade</td>
</tr>
<tr>
<td>Reading Adventures Skill Builders: 2nd Grade</td>
</tr>
<tr>
<td>Reading Adventures Skill Builders: 3rd Grade</td>
</tr>
<tr>
<td>Reading Adventures Skill Builders: 4th Grade</td>
</tr>
<tr>
<td>Reading Adventures Skill Builders: 5th Grade</td>
</tr>
<tr>
<td>Reading Adventures Skill Builders: 6th Grade</td>
</tr>
</tbody>
</table>

If you know of a remedial need that does not fall under one of the courses above, please contact elementary principal Jeff Kondrakiewicz with your ideas and/or needs.

☐ I only wish to teach skill builder courses if my enrichment courses do not run.

☐ Received

_________________________  __________________________
Administrator Signature            Date

*Please return forms to Elementary Principal Jeff Kondrakiewicz by February 19, 2018*
2018 Summer School Enrichment Courses
(up to 3 may be submitted)

Please complete the required information for your self-designed course. One form must be completed for each course you are designing.

<table>
<thead>
<tr>
<th>Teacher Name:</th>
<th>Course Name:</th>
</tr>
</thead>
</table>

**Grade Level(s).** Please indicate ALL grade levels for which your course could be suitable (Three grades or more is ideal):

| 5K | 1st | 2nd | 3rd | 4th | 5th | 6th | 7th | 8th |

**Desired # of Students**
(i.e. Maximum or a desired range):

**Fee** (Please see information about charging fees on the cover page):

**Course Description (To be used for course catalog):**

**Course Objectives:**

**Special Equipment/Room Needed:**

☐ If necessary, I am willing to teach skill builder course(s) to complete my 3 class summer school schedule should one or more of my enrichment courses have insufficient enrollment.

☐ Approved

___________________________________________  ______________________
Administrator Signature                             Date

*Please return forms to Elementary Principal Jeff Kondrakiewicz by February 19, 2018*