

2019 MILILANI HIGH SUMMER SCHOOL
REGISTRATION PROCEDURES AND INFORMATION
FOR MILILANI MIDDLE SCHOOL – BLUE, RED AND GREEN TRACKS ONLY
 Mililani High School Summer School Director: (808) 307-4200

REGISTRATION DATES (Limited Enrollment)

- December 10, 2018 to December 14, 2018 for Current Mililani Middle Blue, Red and Green track students

MHS SUMMER SCHOOL SCHEDULE (BLUE, RED AND GREEN TRACK ONLY)

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|---|--|
| Semester 1A – February 20 to April 5 <i>OR</i> Semester 1B – April 10 to May 24 | Mililani Middle (Bldg. H) Mon. – Fri. 3:00 – 5:00 p.m. |
| Semester 2 – June 26 to July 12 | Mililani High (Office Courtyard) Mon. – Fri. 8 a.m. – 1:00 p.m. |

COURSE OFFERINGS FOR BLUE, RED AND GREEN TRACK STUDENTS

| COURSE OFFERING | CREDIT |
|---|--------|
| Semester 1A - PEP1005 PE Lifetime Fitness at MMS from February 20, 2019 to April 5, 2019 <i>OR</i> Semester 1B - PEP1005 PE Lifetime Fitness at MMS from April 10, 2019 to May 24, 2019 | 0.5 |
| Semester 2 - PEP1010 PE Lifetime Activities at MHS from June 26, 2019 – July 12, 2019 | 0.5 |

TUITION AND FEES (SUBJECT TO CHANGE)

Summer school is self-supporting and is financed entirely on tuition income.

\$190.00 Registration fee for one full credit (2 semester courses)

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

Other fees may be assessed for individual classes as required for field trips and/or special projects.

Tuition assistance information may be obtained by calling the Native Hawaiian Summer School Assistance Program (NHSSAP) at Alu Like (535-6760). Summer school applications will not be accepted unless payment is accompanied or verification from other sources is submitted.

Enrollment in a class is based on a first come, first served basis.



REGISTRATION PROCEDURE

- Read the registration procedures and information document carefully. You will be asked to agree to this information on the attached registration form.
- Fill out the registration form and submit with payment to Mililani Middle School office. Registration is not complete until payment is received.
- Payment will be accepted in the Mililani Middle School office from 7:30 a.m. to 4:00 p.m. daily. Check or money order only, payable to Mililani Middle School. No cash will be accepted. There is a \$25.00 fee for checks that are returned for insufficient funds. **IMPORTANT NOTE:** Please write the student's first and last name, along with track on your check to insure proper credit. Forms can also be mailed to:

Mililani Middle School
 95-1140 Lehiwa Drive
 Mililani, HI 96789
 Attn: Summer School

- Mililani Middle School will not be responsible for delayed or lost mail.
- You will be notified if a class is unavailable. Payment receipts will be mailed to the address on registration form.

REFUNDS

Student may voluntarily withdraw from summer school with written parent consent and the original receipt of summer school payment. Refunds will take six to eight weeks to process. Tuition will be refunded according to DOE rules.

| 1 st Semester | | 2 nd Semester | Refund |
|--------------------------|-----------------------|--------------------------|--------|
| Session 1A | Session 1B | | |
| On or before 2/14/2019 | On or before 4/2/2019 | On or before 6/26/19 | 100% |
| 2/19/2019 | 4/5/2019 | TBD | 50% |
| 2/22/2019 | 4/10/2019 | TBD | 25% |
| After 2/22/2019 | After 4/10/2019 | TBD | 0% |

NO REFUND AND NO CREDIT/GRADE WILL BE GIVEN FOR ANY STUDENT WHO IS DISMISSED FROM SUMMER SCHOOL.

CANCELLATION/WAITING LIST

Waiting lists will be established for courses that reach maximum enrollment. Should the enrollment not meet the required number to warrant the course or additional section, the course or selection may be cancelled with full refund.

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CLASS ROSTERS

At Mililani Middle School: Students are to meet teachers at Building C Amphitheater daily.

At Mililani High School: Teacher and room assignments will be posted in office courtyard on first day of second semester (June 26).

ATTENDANCE:

Students are expected to be in attendance every day of the session. One summer school day is equivalent to one week of regular school. Students with too many absences or tardies may not meet the required number of hours for credit purposes.

- Five (5) hours (excused or unexcused) will be allowed during each half-credit course.
- Three tardies will equal one absence.
- For those students who are suspended from school, each day of suspension counts as a day of absence.
- Student arriving after 3:15 p.m. or leaving before 4:15 p.m. will be considered absent (Mililani Middle).
- Student arriving after 8:45 a.m. or leaving school before 12:15 p.m. will be considered absent (Mililani High).

DISCIPLINE

Every student attending Mililani High Summer School program has the right and expectation to learn in a safe environment free from distractions. All regular DOE and school rules will be followed for summer school. In addition, regulations from the Department of Education Chapter 19 – subchapter 3, STUDENT MISCONDUCT AND DISCIPLINE IN SUMMER SCHOOL, will be strictly enforced.

Subchapter 3 states:

§9-19-13 **Prohibited student conduct; penalties.** (a) The following prohibited conduct applies to all students in summer school during summer school hours, on school premises, or during department-supervised activities, on or off school property;

Class A offenses; unlawful conduct:

- a) assault; b) burglary; c) dangerous weapons or instruments, possession of use of; d) drug paraphernalia: possession, use, or sale of; e) extortion; f) firearms, possession, use or sale of; g) illicit substances: possession, use, or sale of; h) murder; i) property damage; j) robbery; k) sexual offenses; and l) terroristic threatening.

Class B offenses: unlawful conduct:

- a) disorderly conduct; b) false alarm; rendering of; c) gambling; d) harassment; e) theft; and f) trespassing.

Class C offenses: Department prohibited conduct

- a) Insubordination; b) smoking; use of tobacco substances

All other offenses:

- a) Any other behavior that disrupts the class or is a violation of school rules (See following section).
- b) Any student who commits a Class A, B, or C offense may be dismissed from summer school. The summer school director shall notify 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 student and parent.
- c) The summer school director, in an emergency, may impose a crisis suspension of a student immediately after finding that the student's conduct presents a 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 from undue disruption. The summer school director shall notify the student and parent prior to the student's possible reinstatement in summer school. No student shall be reinstated without a meeting. The school director shall file a report with the Complex Area Superintendent and shall provide a copy to the student and the parent.
- d) A student whose behavior is disruptive to the class or is in violation of school rules shall be reprimanded or counseled. A student may be dismissed from summer school if misconduct continues after receiving a reprimand or counseling. [Eff. 5/23/86; am and comp 7/19/93] (Auth: HRS S296-12)

Contraband: Use of contraband (cellular phones, electronic equipment, toys, flammables, fireworks, skateboards, and roller blades, etc.) during summer school hours, being in off-limits areas, leaving class or campus without permission, and cutting class is prohibited. For the first offense, students will be reprimanded and counseled. For the second offense, students may be dismissed from summer school. For any violation, parent will be required to pick up the contraband item.

ATTIRE

Students should dress appropriately for school. No printed pro-drug messages or indecent messages on clothing or clothing/hats associated with gang membership will not be permitted. Inappropriate clothing includes tube tops, halter-tops, bikini wear, bandannas, and do-rags. Tops/Shirts must meet or cover the waistband of bottom attire when standing normally. Also, bottom clothing (shorts, skirts, etc.) must cover the buttocks completely and not expose underwear. Tops that expose cleavage are not allowed. Students dressed inappropriately will be asked to change following notification of his/her parent. Students who do not return will be considered absent. The second offense may result in dismissal.

Continuous Notice of Non-Discrimination

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, sex, age, color, national origin, religion, or disability in its programs and activities. Please direct inquiries regarding HIDOE nondiscrimination policies as follows:

ADA/Section 504 inquiries

Krysti Sukita, ADA/504 Specialist
Civil Rights Compliance Office
Hawaii State Department of Education
P.O. Box 2360
Honolulu, HI 96804
(808) 586-3322 or relay
crco@notes.k12.hi.us

Title VI, Title IX and other inquiries

Anne Marie Puglisi, Director
Civil Rights Compliance Office
Hawaii State Department of Education
P.O. Box 2360
Honolulu, HI 96804
(808) 586-3322 or relay
crco@notes.k12.hi.us

CRCO (3/16/18)