

LCHS COUNSELING & GUIDANCE
OFFICE
2021 SUMMER INFORMATION

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COUNSELING & GUIDANCE

OFFICE INFORMATION

SUMMER 2021

WELCOME

We are excited to provide our summer information for students, parents and prospective students. This information is to assist you by answering questions and providing information to help you during the summer months as we are on a limited schedule and are not fully staffed. The Counseling and Guidance Staff working this summer is happy to assist you; however, please be patient and use the information below in lieu of speaking and/or meeting with someone directly since we typically have high volume and limited staff during this time and are currently following COVID guidelines with limited in person contacts.

INFORMATION INCLUDED

- EMAIL
- PHONE
- APPOINTMENTS
- IMPORTANT LINKS
- MANDATORY STATEWIDE ASSESSMENTS/TESTING
- SUMMER OPTIONS
- CLASS OF 2021
- CLASS OF 2022
- FREQUENTLY ASKED QUESTIONS

EMAIL – The Counseling and Guidance Office email address is lchs.summerg@leonschools.net, you may send your questions to this email address for information. **This email address is only available during the summer months beginning on June 15 and will not be available after, July 30;** following this date, please send emails to your School Counselor directly as indicated here based on your student's last name: (These email addresses are available beginning August 2)

GUIDANCE COUNSELOR EMAILS AVAILABLE BEGINNING **AUG. 2:**

Mrs. Natalie Garner	A - De	garnern@leonschools.net
Mrs. Kim Brumage	Dh - Ha	brumagek@leonschools.net
Ms. Alice Mathis	He - Mc	mathisa@leonschools.net
Mrs. Jennifer Benton	Me - Sa	bentonj@leonschools.net
Mrs. Brigitte Robinson	Sc - Z	robinsonb2@leonschools.net

Please note that the 2021-2022 school year begins for Faculty on August 2, 2021.

TELEPHONE – Telephone messages for the Summer Counseling Staff must be left on the following line **850-488-1756 ext. 2235**. If you choose to leave a message on this line, please remember that calls will be returned in the order received (***PLEASE DO NOT LEAVE MULTIPLE MESSAGES-leaving multiple messages will slow down the response time***); please include the following information when leaving a message: **Student name, a return telephone number, email address and reason for your call.**

Please speak clearly when leaving a message.

APPOINTMENTS – There are a limited number of appointments available during the summer months and they are reserved for the following: New Student Registration and Academic Issues. **Please contact the Attendance Office directly regarding questions and/or concerns pertaining to Attendance.**

IMPORTANT LINKS – The following are links to information on this website and other websites where you may find important and helpful information:

- Bright Futures - <http://www.floridastudentfinancialaid.org/>
- Leon County Virtual School - www.leongoesvirtual.net
- Florida Virtual School - www.flvs.net
- Florida Shines www.floridashines.org
- ACT (college placement test) www.act.org
- SAT (college placement test) <https://www.collegeboard.org/>

GRADUATION REQUIREMENTS

For the most up to date information regarding graduation requirements, please go to the Florida Department of Education website, make certain you are referencing the correct requirements based on when your student enters the ninth grade (their cohort year). Be advised that changes are pending based on 2021 legislative updates. The website for Florida Department of Education is:

<http://www.fldoe.org/>

MANDATORY STATEWIDE ASSESSMENTS/TESTING

Florida Standards Assessments (FSA) English Language Arts (ELA) Writing Test – FSA ELA tests are not administered during the summer. Fall Re-takes of the FSA/ELA are administered during early Fall, please be sure to sign-up for Chiles listserv for the most up-to-date information.

End of Course Exams (EOCs) – At this time we do not have and updates for FLDOE (Florida Department of Education) regarding any summer administrations of Testing. Please check our website and listserv announcements for any updates we receive.

For more information please contact our Testing Coordinator, Aaron Clark at clarka@leonschools.net

FSA and EOCs - additional information and details regarding these assessments can be found on the Florida Department of Education’s website at:

<http://www.fldoe.org/core/fileparse.php/5663/urlt/EOCFS2021.pdf>

<http://www.fldoe.org/core/fileparse.php/7764/urlt/gradrequirefsa.pdf>

Summer Options – Students who are interested in re-taking or taking a class during the summer can do so using any one or a combination of the following two options listed below. Please know that when re-taking a class the grade will count and be replaced only when the student initially earned a grade of “D” or “F”. In order to receive grade forgiveness you must earn at least a “C” when retaking a class. Refer to Frequently Asked Questions below – questions # 6 and 7 for grade forgiveness guidelines.

SUMMER OPTIONS

Approval from the School Counselor is required to enroll in either of the two summer options. Please remember that students must **complete** a pre-requisite course prior to the beginning of the school year in order to move on to the next course. Students need to work directly with the School Counselor at Chiles regarding academic advisement. To ensure correct course placement for the 2021-2022 school year. Students need to communicate with the Chiles HS Guidance Office after completion of a summer course.

1. **Leon County Schools Adult & Community Education (ACE-)** – no cost to student. Courses may be completed by computer through an online platform called PLATO. This offers a flexible virtual structure. Classes offered are for credit recovery/grade forgiveness in core academic classes or remediation for an EOC exam.

Registration – Students may register for the summer session by contacting their School Counselor in order to have their Registration completed and submitted. The Registration window closes June 15th.

Classes - June 15th – July 9th Classes start on Tuesday, June 15th and continues *Monday through Thursday* until July 9th. Classes are taught through the PLATO online platform.

Credit will be issued after the coursework has been completed and graded by the teacher. Students should check with the teacher to verify they have completed the course. Coursework not finished during the summer can be completed in the fall. In order to continue in the Fall, students will need a new ACE Co-Enrollment form for fall registration.

VIRTUAL SCHOOL OPTION & DIRECTIONS

FLVS - Florida Virtual School - no cost to student.

FLVS Directions

To sign up for a class with FLVS go to : <https://www.flvs.net/>

Next select : **Enroll-FLVS Flex-** Select Grades K-12

Enroll in 6-12- Course- Add course- Continue- Create account.

DIRECT LINK: <https://www.flvs.net/flex/enroll?source=signupModal/flex>

Once your student has completed registration for the class and created an account then please send an email to the Summer Counseling & Guidance email and School Counselor on Duty will review and approve this request.

Once the counselor submits approval on-line. Your status will then change to CRC (course request completed). *Counselors cannot submit approval until you have*

registered for the class you need, have demonstrated parent approval, and then contacted Guidance via e-mail.

Log into your account daily to see when a teacher has been assigned and for your “status” to be updated from Course request complete (CRC) to Course Active (CA). **Once you see your status change to CA, you may begin accessing and completing your assignments on-line.** (You will also be asked to complete a brief orientation session).

CHECK THE MESSAGE LINK in your Virtual School account every day because your teacher will let you know it's time to set up the required WELCOME CALL. If you don't respond, you may be dropped from the course. Make a plan to work on your online coursework without skipping many days. **ALWAYS** check your FLVS messages because that's where you get warnings. **IF** you withdraw from the class before the 14 day grace period ends, there is no penalty. **IF** you stop working or forget to withdraw, you may be withdrawn with an F.

Please stay in contact with your FLVS teacher and let him/her know if you will be out for an extended time (i.e. vacation, illness).

FLVS HELP LINE- (800) 374-1430 Available Monday through Friday from 7 a.m. to 9 p.m. and on weekends from 9 a.m. to 5 p.m.

Frequently Asked Questions

- 1. Is school open in the summer and what are the hours of operation?** The main office is open Monday-Thursday 7:00 a.m. – 3:30 p.m.
- 2. How do I contact Guidance in summer?** The best way is through our Summer Counselor E-mail system at lchs.summerg@leonschools.net Phone calls will be directed to the summer extension 2235. Please keep in mind that a counselor is available **Mondays through Thursday only from 8:00 a.m. - 12:00 noon.** *Please do not leave multiple messages, as this will slow down the response time.* Multiple calls will cause a delay in response –please do not leave multiple messages. Email is the most efficient and quickest method of communication.
- 3. What happens if a student fails a class?** The student can register for one of the summer program options to recover the credit (see Summer Options list, on pages 4-6 of this document). Credit can only be recovered for a 1st or 2nd semester “D” or “F” grade (not for a 9 week grade).
- 4. Is there summer school?** Not offered by Chiles, but there are summer programs available through Adult & Community Education (ACE) from June 15 – July 9 (both are these options are computer based online learning options)– (see summer options list). Both Summer Options require Guidance approval once registered. Email the Counselor on Duty during the summer at lchs.summerg@leonschools.net for Virtual School approvals.
- 5. I have a question about the grade my student received on the report card?** Grade corrections can be made if necessary. Please contact the attendance office if your student has unexcused absences that affected the grades. If your student received an incomplete grade “I”, please contact the the Curriculum Office at 850-488-1756 ext. 2232. Most other grade issues cannot be resolved until teachers return in August, so it is recommended that you make contact with them via email once school is back in session. Please remember that grade corrections can be made if necessary.
- 6. Can my incoming 9th grade student retake a high school course they took in middle school?** Yes, he/she can retake a high school course where they earned a “C” or below for a semester/final grade; please follow-up with your School Counselor regarding this for approval. Once a student is in high school it is

recommended that courses that need to be re-taken are done so as soon as possible within the first year of high school. Please see “Summer Options” for methods of retaking a course.

- 7. Can my current high school student retake a course?** Yes, he/she can retake a high school course where they earned a “D” or “F” for a semester/final grade. Please be aware that in order to receive grade forgiveness you must earn a “C” or higher during your 2nd attempt. See “Summer Options” for methods of completing the retake.
- 8. Can my student change classes for next year?** The deadline has passed to make elective course changes. Only core academic courses will be reviewed to address changes resulting from credit earned over the summer, change in test scores, etc. Please send an email to Guidance at lchs.summerg@leonschools.net. Your request will be reviewed and a School Counselor will get back to you.
- 9. Can my incoming 9th grader still qualify for the Pre AP or AP Accel Programs?** Yes, please contact Mrs. Kat Quick at quickk@leonschools.net. Mrs. Quick will need middle school GPA to determine eligibility.
- 10. My child passed a summer class and I need to make a change to his classes for next year?** To ensure credit is awarded and correct course placement for the 2021-2022 Chiles schedule, the student must communicate with the Chiles HS Guidance Office after completion of a summer course. We can verify credit awarded at ACE and FLVS.
- 11. How do I register at Chiles?** To register to be a student at Lawton Chiles High School please go online and use the following link:
<https://www.leonschools.net/domain/6107>
Once you have completed the online registration and you have all required documents, please contact the Registrar at 850-488-1756 ext. 2234 to set up an appointment. (**NOTE:** If you are coming from a Charter School or Homeschool in Leon County-you do not need to complete the online registration; rather, you will need to gather all documents from the Registration Checklist on the Chiles Homepage and then contact the Registrar for the next steps in the process).
- 12. When is the first day of school?** The first day of school is Wednesday, August 11, 2021. We host an Orientation Program prior to the first day of school for all new students which will be Friday, August 6 from 8:00 a.m. – 12:00 Noon.

- 13. What time does school start on the first day and where do I go?** School starts at 7:30 a.m. Students will report to homeroom. Homeroom lists will be posted on auditorium doors starting Friday, August 6th and on Wednesday, August 11th.
- 14. Is there a summer reading requirement?** Yes, all grade levels have a recommended summer reading assignment to complete. From the Chiles Homepage click on Summer Assignments to see what the reading assignment is for your specific English/Language Arts course. AP and Dual Enrollment classes do have required reading.
- 15. Is there a summer math requirement?** Yes, some math courses have required work to complete during the summer. From the Chiles homepage click on Summer Assignments to see if the course you are enrolled in has a summer math assignment.
- 16. When do I get my schedule of classes?** All students can review their schedule in FOCUS once schedule requests are processed which is directly prior to the start of school. Students can also pick up a copy of their schedule at Orientation which prior to the first day of school.
- 17. When will we receive FSA and/or EOC scores? FSA and/or EOC** – When these scores are available and released from the Florida Department of Education, they will be posted and available in FOCUS under Test History in the online grade portal. Parents and students may access directly through FOCUS once posted. Check your FOCUS account periodically throughout the summer.
- 18. What is the process for Bright Futures processing for the Class of 2021?** Student records will automatically be re-evaluated based on GPA in core coursework through graduation, test scores through June 30, 2021 and again after December 1, 2021 and community service hours completed and documented by graduation (June 8, 2021). This process typically takes place during the first week of July; *therefore, counselors cannot determine a student's eligibility status before this timeline.* **OSFA will post all official/award notifications to the student's online record in early August.** Students will receive an "application received" e-mail within 48 hours of application which will provide log on information to check award and update application.

19. What if my 2021 graduate applied, but did not qualify for a Bright Futures scholarship, although we thought he/she would be eligible? If this happens please take the following steps:

- a. Please review requirements at www.floridastudentfinancialaid.org (State grants & scholarships; Bright Futures Scholarship) in order to make sure you have qualified in the designated time frame (see above).
- b. Remember that 8th semester notification will not be posted until approximately August 1, 2021.
- c. Email Summer Guidance at lchs.summerg@leonschools.net or Kim Brumage at brumagek@leonschools.net with your specific concern. Write “Bright Futures” in the subject line.

20. Where can I find information about Bright Futures Community Service Hours? Please review Service Forms on the Chiles Homepage, from the Homepage click on the Guidance Department link, then click on Guidance Resources and scroll down to the bottom of that page to find and print Volunteer Service Hours Forms. Students may begin earning service hours during the summer prior to ninth grade. Students will submit paperwork during their senior year to Mrs. Fisher in the Guidance Office.

21. How can my upcoming senior begin the college application process? Your student can work on a resume, first drafts of admissions essays, review websites of colleges of interest in order to gather information and review admissions requirements as well as begin completing the online applications to include utilizing the Common Application www.commonapp.org and Coalition <https://www.coalitionforcollegeaccess.org/> where applicable. Students who have not taken SAT or ACT may also want to register and prepare for these tests, for more information on SAT go to www.collegeboard.com or for ACT go to www.act.org

22. What is the Postsecondary Education Readiness Test (P.E.R.T), and how does it affect students? The PERT is Florida's customized common placement test. The purpose of the P.E.R.T. is to provide accurate course placement based on the student's skills and abilities. It can be used to qualify Seniors for on-campus Dual Enrollment.

23. Can the P.E.R.T qualify me for on campus Dual Enrollment (on Chile's campus)? In order to qualify for On campus Dual Enrollment students must meet the following criteria:

- Be a senior during the 2021-2022 school year
- Have an un-weighted cumulative GPA of 3.00
- Achieve qualifying test scores on one of the following: PERT, ACT or SAT (For more information and details regarding PERT, please go to: <http://www.fldoe.org/schools/higher-ed/fl-college-system/common-placement-testing.stml>)
- **The deadline for Dual Enrollment is at the time of Chiles High School course registration in the spring. May 21, 2021 was the deadline for on campus dual enrollment for rising seniors.**

24. How does a student qualify for Off-campus Dual Enrollment? The deadline has passed for off-campus dual enrollment for both summer and fall terms. Our FSU's deadline was April 12th and for FAMU and TCC, the deadline was June 7th.

