

PROMOTION/ACCELERATION/RETENTIONPromotion from Transitional Kindergarten and Kindergarten

Any student who meets the age eligibility requirement and has completed one year of transitional kindergarten shall be admitted to kindergarten unless the parent(s)/guardian(s) and the Superintendent or designee agree that the student shall continue in transitional kindergarten.

Any student who meets the age eligibility requirement and has completed one year of kindergarten shall be admitted to first grade unless the parent(s)/guardian(s) and the Superintendent or designee agree that the student shall continue in kindergarten.

(Education Code 48010, 48011)
(cf. 5111 - Admission)

Acceleration from Transitional Kindergarten/Kindergarten

A student who does not meet the age eligibility requirement may be admitted to kindergarten at the discretion of the Superintendent or designee and with the consent of the parent(s)/guardians(s) upon determination that the student is ready for kindergarten work, subject to the following minimum criteria; and

a student who does not meet the age eligibility requirement may be admitted to first grade at the discretion of the Superintendent or designee and with the consent of the parent(s)/guardian(s) upon determination that the student is ready for first-grade work, subject to the following minimum criteria: (Education Code 48011; 5 CCR 200)

1. The student is at least five years of age.
2. The student has attended a public school transitional kindergarten or kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The student is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
5. The parent(s)/guardian(s) of the student have approved the placement into kindergarten/first grade.

Continuation in Kindergarten

Students who have completed one year of kindergarten shall be admitted to first grade unless the parent(s)/guardian(s) and the district agree that they shall continue in kindergarten for not more than one additional school year. (Education Code 48011)

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Whenever the Superintendent or designee and the parent(s)/guardian(s) agree that a student continues in kindergarten for an additional year, the Superintendent or designee shall secure an agreement signed by the parent(s)/guardian(s) stating that the student shall continue in kindergarten for not more than one additional school year (Education Code 46300).

Retention at Other Grade Levels

If a student is identified as performing below the minimum standard for promotion to the next grade level, based on the indicators specified in Board policy, the student shall be retained in his/her current grade level unless the student's regular classroom teacher determines, in writing, that retention is not the appropriate intervention for the student's academic deficiencies. This determination shall specify the reasons that retention is not appropriate for the student and shall include recommendations for interventions other than retention that, in the opinion of the teacher, are necessary to assist the student in attaining acceptable levels of academic achievement. (Education Code 48070.5)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

The Superintendent or designee shall identify students who should be retained or who are at risk of being retained at the following grade levels: (Education Code 48070.5)

1. Between grades 1 and 2.
2. Between grades 2 and 3.
3. Between grades 3 and 4.
4. Between grades 4 and 5.
5. Between grades 5 and 6.
6. Between grades 6 and 7.
7. Between grades 7 and 8.
8. Between grades 8 and 9.

Students between grades 1 and 2, grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts and mathematics shall be the basis for identifying students between grades 4 and 5, between grades 5 and 6, and between middle school grades and high school grades. (Education Code 48070.5)

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(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

If the teacher's recommendation to promote is contingent on the student's participation in a summer school or interim session remediation program, the student's academic performance shall be reassessed at the end of the remediation program, and the decision to retain or promote the student shall be re-evaluated at that time. The teacher's evaluation shall be provided to and discussed with the student's parents/guardians and the principal before any final determination of retention or promotion. (Education Code 48070.5)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

If the student does not have a single regular classroom teacher, the principal or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

When a student is identified as being at risk of retention, the Superintendent or designee shall so notify the student's parent(s)/guardian(s) as early in the school year as practicable. The student's parent/guardian shall be provided an opportunity to consult with the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall also provide a copy of the district's promotion/retention policy and administrative regulation to those parents/guardians who have been notified that their child is at risk of retention.

Appeal Process

The teacher's decision to accelerate, promote or retain a student may be appealed consistent with Governing Board policy, administrative regulation and law. The burden shall be on the parent(s)/guardian(s) to show why the teacher's decision should be overruled. (Education Code 48070.5)

To appeal a teacher's decision, the appealing party shall submit a written request to the Superintendent or designee specifying the reasons that the teacher's decision should be overruled. The appeal must be initiated within 10 school days of the parental notification of the determination of acceleration, retention or promotion.

The teacher shall be provided an opportunity to state orally and/or in writing the criteria on which his/her decision was based.

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Within 30 days of receiving the request, the Superintendent or designee shall determine whether or not to overrule the teacher's decision. Prior to making this determination, the Superintendent or designee may meet with the parent(s)/guardian(s) and the teacher. If the Superintendent or designee determines that the appealing party has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the teacher's decision.

The Superintendent or designee's determination may be appealed by submitting a written appeal to the Board within 15 school days. Within 30 days of receipt of a written appeal, the Board shall meet in closed session to decide the appeal. The Board's decision may be made on the basis of documentation prepared as part of the appeal process or, at the discretion of the Board, the Board may also meet with the appealing party, the teacher and the Superintendent/designee to decide the appeal. The decision of the Board shall be final.

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

If the decision of the Board is unfavorable to the appealing party, he/she shall have the right to submit a written statement of objections which shall become part of the student's record.

(cf. 1312 - Complaints Against the Schools)

(cf. 5125 - Student Records)

(cf. 5125.3 - Challenging Student Records)

Acceleration in K-8 Grades

When high academic achievement is evident, the Superintendent or designee may recommend a student for acceleration to a higher grade level. The student's maturity level shall be taken in consideration in making a determination to accelerate a student.

The recommended acceleration process is as follows:

1. Submit a written referral for acceleration to the site principal. A referral for acceleration may be initiated by a parent/guardian, teacher, or other certificated staff member.
2. The principal, after consulting with the appropriate staff such as the prior teacher, current teacher, and members of the School Site Team (SST), will then gather academic progress data such as work samples, letters of recommendation, standardized test scores, and other assessment data to present a packet of evidence. This packet will be presented to the SST for a recommendation. The SST can adequately determine if the student:
 - a. Is ready for the next grade level work;
 - b. Is in the upper 5% of his/her age group in terms of mental ability; and
 - c. Has the physical development and social maturity consistent with his/her advanced mental ability.

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3. The packet will be submitted to the Assistant Superintendent for Educational Services for review, including:
 - a. Written referral;
 - b. Initial acceleration meeting form;
 - c. Acceleration testing consent form; and
 - d. Acceleration assessment review meeting form.

After review by the Assistant Superintendent for Educational Services, the parent(s)/guardian(s) shall be informed of the recommendation by the principal. If the student is to be accelerated, a parent conference shall be held, and written parent consent must be obtained. A record of the conference and parent consent shall be placed in the student's cumulative folder.

Acceleration in High School

Acceleration of students at the high school level shall be dependent upon credits earned and upon the student's achievement, goals, and test scores. A parent conference shall be held, and written parent consent must be obtained if the student is to be accelerated. A record of the conference and parent consent shall be placed in the student's cumulative folder.

Regulation

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CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California