

Regulation IHE-R: Promotion and Retention

Status: DRAFT

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PROMOTION, PLACEMENT, AND RETENTION

REQUIREMENTS FOR GRADES 1-8

By July 1, 2003, each local board of education shall develop, adopt, and implement policy, in accordance with O.C.G.A. § 20-2-282 through 20-2-285, that bases the placement or promotion of a student into a grade, class, or program on an assessment of the academic achievement of the student and a determination of the education setting in which the student is most likely to receive instruction and other services needed in order to succeed and progress to the next higher level of academic achievement. Further, the policy shall specify how state assessments administered in all grades 1-8, in accordance with O.C.G.A. § 20-2-281, will be weighted or otherwise utilized by the school principal or designee in determining:

1. The overall academic achievement of students;
2. An appropriate plan of accelerated, differentiated, or additional instruction for students who do not achieve grade level; and
3. Placement (with specific recommendations), promotion, or retention of a student.

Students shall be tested in accordance with requirements specified in Rule 160-3-1-.07 – Testing Programs – Student Assessment.

The local board of education shall annually notify parents/guardians that placement or promotion of a student into a grade, class or program will be based on the academic achievement of the student on criterion-referenced assessments and criteria established by the local board of education.

REQUIREMENTS FOR GRADES 3, 5, AND 8

Promotion of a student shall be determined as follows:

1. No third grade student shall be promoted to the fourth grade if the student does not achieve grade level on the state assessment in reading and meet promotion standards and criteria established by the local board of education for the school that the student attends.
2. No fifth grade student shall be promoted to the sixth grade if the student does not achieve grade level on the state assessment in reading and in mathematics and meets promotion standards and criteria established by the local board of education for the school that the student attends.
3. No eighth grade student shall be promoted to the ninth grade if the student does not achieve grade level on the state assessment in reading and in mathematics and meet promotion standards and criteria established by the local board of education for the school that the student attends.
4. The school principal or designee may retain a student who performs satisfactorily on the state assessment but who does not meet promotion standards and criteria established by the local board of education.

When a student does not perform at grade level in grades 3, 5, or 8 on the state assessment specified on the specified in section above, then the following shall occur:

1. Within 10 calendar days, excluding weekends and holidays, of receipt of the state assessment individual student scores, the school principal or designee shall notify in writing the parent or guardian of the student regarding the following:
 - The student's below grade level performance on the state assessment;
 - The specific retest(s) to be given to the student and testing date(s);
 - The opportunity for accelerated, differentiated, or additional instruction based on the student's performance on the CRCTs; and

- The possibility that the student might be retained at the same grade level for the next school year.
2. The student shall be given an opportunity for accelerated, differentiated, or additional instruction in the applicable subject(s) prior to the retesting opportunity; and
 3. The student shall be retested with appropriate section(s) of the state assessment or an alternative assessment instrument that is appropriate for the student's grade level as provided for by the State Board of Education and the local board of education.

When a student does not perform at grade level on the state assessment in grades 3, 5, and 8, and also does not perform at grade level on a second opportunity to take the assessment, then the following shall occur:

1. The school principal or designee shall retain the student for the next school year except as otherwise provided for in this rule.
2. The school principal or designee shall notify in writing the parent/guardian of the student and the teacher(s) regarding the decision to retain the student.
3. The notice shall describe the option of the parent or guardian or teacher to appeal the decision to retain the student;
4. The notice shall describe the composition and functions of the placement committee; it may describe the option of the parent/guardian, teacher(s), or principal to invite individuals who can provide information or facilitate understanding of the issues to be discussed to attend the placement committee meeting if provided for in local board policy; and
5. The notice shall include the requirement that the decision to promote the student must be the unanimous decision of the placement committee comprised of the parent or guardian, teacher(s), and principal or designee.
6. If the parent/guardian or teacher(s) appeals the decision to retain the student, then the school principal or designee shall establish a placement committee to consider the appeal.
7. The placement committee shall be comprised of the principal or designee, the student's parent/guardian, and the teacher(s) of the subject(s) of the state assessment or the alternative assessment instrument on which the student failed to perform at grade level.
8. The principal or designee shall notify the parent or guardian and teacher(s) of the time and place for convening the placement committee.
9. The placement committee shall review the overall academic achievement of the student in light of the performance on the state assessment or the alternative assessment instrument and promotion standards and criteria established by the local board of education for the school that the student attends, and make a determination to promote, place or retain.
10. The decision to promote must be the unanimous decision of the placement committee and must determine that if promoted and given accelerated, differentiated, or additional instruction during the next year, the student is likely to perform at grade level by the conclusion of the school year.
11. The placement committee shall prescribe such additional assessments as may be appropriate in addition to assessments administered to other students at the grade level during the year.
12. The placement committee shall provide for a plan of continuous assessment during the subsequent school year in order to monitor the progress of the student.
13. A plan for accelerated, differentiated, or additional instruction must be developed for each student who does not achieve grade level performance in grades 3, 5, or 8 on the state assessment specified above whether the student is retained, placed, or promoted for the subsequent year.
14. A student who is absent or otherwise unable to take the state assessment in reading and/or mathematics on the first administration or its designated make-up day(s) shall take the state assessment in reading and/or mathematics on the second administration day(s) or an alternative assessment instrument that is appropriate

for the student's grade level as provided for by the State Board of Education and the local board of education. Placement or promotion of these students shall follow the same procedures as students who do not achieve grade level on the first administration of the assessment.

15. A student's failure to take the state assessment in grades 3, 5, and 8 in reading and/or mathematics on any of the designated testing date(s) or an alternative assessment instrument that is appropriate for the student's grade level as provided for by the State Board of Education and the local board of education shall result in the student being retained. The option of the parent or guardian or teacher(s) to appeal the decision to retain the student shall follow the procedure set forth in this rule.
16. For students receiving special education or related services, the Individualized Education Plan Committee shall serve as the placement committee.
17. The decision of the placement committee may be appealed only as provided for by the local board of education.

REQUIREMENTS FOR GRADES 9 - 12

Students will be seated in grades on the following basis:

9th grade - promotion from 8th grade

10th grade - 6 units (8 possible), ~~must have passed English I and earned 1 Math unit~~

11th grade - 13 units (16 possible), ~~must have passed English I & II, and earned
2 Math and 2 Science units~~

12th grade - 20 units (24 possible), ~~must have passed English I, II, & III, and earned~~

~~3 Math and 2 Science units~~

Graduation Requirements - 28 units (32 possible)

High school students will follow the Local Policy and the State Board of Education Rule for High School Graduation Requirements.

Authority O.C.G.A.: 20-2-240; 20-2-282; 20-2-283; 20-2-284; 20-2-285

Adopted: September 11, 2007

COWETA COUNTY BOARD OF EDUCATION
