

**GRADUATION REQUIREMENT STANDARDS  
OF PROFICIENCY GRADES K-8**

**Progress Towards Meeting District Grade Level Standards**

**A. Purpose and Scope**

It is the belief of the Tracy Unified School District that the decision to retain a student is a very important one and made only after a thorough review of the student's academic strengths and weaknesses and after all remediation efforts have failed. Promotion and retention standards comply with state requirements.

**B. General**

Teachers use the district benchmark assessments in reading, spelling, writing, and math to determine whether or not a student is in need of remediation.

Parents are informed of their child's status and what efforts are being made to remedy the problem. As the remediation program progresses, the parents are kept informed of the child's progress. Typically at the end of the third quarter or second trimester grading period, the teacher(s) should have adequate information regarding the student's status to indicate to parents the likelihood of retention.

**C. Forms and Additional References**

Parent Notification  
Teacher Recommendation Form

**D. Procedures**

**K-8 Students General**

1. Teachers use district benchmark assessments throughout the school year to determine each student's performance.
2. Students at risk of meeting district standards are given remediation throughout the school year in class and in other alternative remediation settings.
3. Parents are kept informed of the student's progress through notifications such as report cards and conferences as per the retention/promotion Board Policy 5123.

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4. Twenty days or more before the end of the term, teacher's make a final decision on the promotion or retention of the student.
5. The student may be retained with remediation plans, promoted with remediation plans and/or promoted with remediation through intersession or summer school.

2-3 and 3-4 Students

Students in grades 2-3 and 3-4 are retained for failing to meet standards in reading comprehension. Students are retained when falling 1.5 years or more below in reading and earning unsatisfactory in reading on their report cards.

4-5 and 5-6 Students

Students in grades 4-5 and 5-6 are retained for failing to meet standards in reading, spelling, writing, and math. Students are retained when falling 2.0 or more below in reading, spelling, writing, math, and receiving F grades in those subjects. Students must fail to meet standards in both the language arts sections and math to be retained.

8-9 Students

Students in grades 8-9 are retained for failing to meet standards in reading, spelling, writing, and math. Students are retained when falling 2.0 or more below in reading, spelling, writing, math, and receiving F grades in those subjects. Students must fail to meet standards in both the language arts sections and math to be retained.

Additional Academic Performance Expectations – Grades 6-8

1. On the basis of 2-1/2 credits per class per quarter, or 60 credits per year, a student should earn at least 50 credits to advance to the next grade level.
2. Students should earn a minimum of 50 credits in each academic year.
3. Further, to get an 8<sup>th</sup> grade diploma a student must meet district promotional standards.
4. Students should only be retained once in middle school.

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5. A student failing more than 10 credits per year should make-up failed credits before being promoted to the next grade.
6. Students will be placed in after school make-up classes or provided other opportunities to make-up failed credits and progress to grade level standards.
7. Credits earned in summer school will also allow students to make-up credits and progress towards meeting grade level standards.

9-12 Students

Students in grades 9-12 who graduate prior to June 2002 must pass district proficiencies in reading, writing and math in order to receive a high school diploma. Students graduating in June of 2004 and subsequent years must pass the state High School Exit Examination in order to receive a high school diploma.

**E. Reports Required**

End of year retention report.

**F. Record Retention**

Permanent Record of Student Retention.

**G. Responsible Administrative Unit**

Site Principals  
Student Services  
Educational Services

**H. Approved by the Administrator of the Unit**

Assistant Superintendent of Educational Services.