

## STUDENTS

### Middle School Promotion/Retention Policy

1. **ATTENDANCE** - Attendance requirements for the middle school shall be the same as for high school. In accordance with WAC 180-40-235, individual classroom teachers will establish, in writing, at the beginning of each course, the actual influence of absences or tardiness on the grading policy of that class. A day's absence shall mean missing four (4) periods or more.
  - a. After five (5) days of absences (excused or unexcused) in one semester parents will be notified by mail.
  - b. After ten (10) absences in a semester, a parent conference will be held and the student may be placed on an attendance contract.
  - c. After twelve (12) absences in a semester, a student will be recommended for prescriptive summer school.
  - d. In the event that progressive discipline and continuous communication with parents is unsuccessful, an affidavit of non-attendance will be submitted to the Benton County prosecutor.
  - e. Unexcused absences will be treated as trancies. Each middle school will establish a progressive discipline policy to address trancies and tardies. Attendance records will follow students who transfer to another middle school within the district.

Students with excessive absences will be subject to review by the Building Review Committee to determine requirements for summer school or possible retention.

2. **ACADEMIC PERFORMANCE** - Middle school students should meet the following minimum standards to be eligible to be promoted to the next grade:
  - a. **Grades** - Students should achieve passing grades in ALL classes at semester. Each middle school will create a building intervention plan to ensure that students receive appropriate support to meet this goal. This plan will outline how students at risk of not meeting the goal will be monitored and provided with additional assistance and opportunities to improve their performance. **IT IS EXPECTED THAT TEACHERS WILL NOTIFY PARENTS WHENEVER A STUDENT IS IN DANGER OF FAILING.** A student with failing grades will receive additional assistance according to the building's intervention plan. By May 1 of each school year, students who are failing in spite of school interventions will be referred to a Building Review Committee, and recommendations for further action will be made. (see BUILDING REVIEW COMMITTEES)
  - b. **Test Scores** - Functional level test scores in math and reading, and writing assessment performance scores will be considered in determining a student's eligibility for promotion to the next grade. The Building Review Committees will

use performance-based testing measures to help determine if a student is prepared for work at the next grade level. By the end of the '96-'97 school year, performance levels on these tests will be established which 6th, 7th, and 8th graders must meet in order to be promoted to the next grade level.

3. **BUILDING REVIEW COMMITTEES** - Each middle school will establish a review committee for the purpose of making recommendations about students who may be ineligible for promotion to the next grade. Students who have excessive absences, students who receive failing semester grades, or students who have poor performance test scores, will be referred to this committee. The committee will review each student's performance for the school year including the interventions that have been tried to help the student be successful. This review process will be completed by May 15 of each school year. The review committee will make recommendations about summer school, alternative placement, or possible retention. The building principal will make the final decision about retention. This decision may be appealed to the middle level director.
4. **SUMMER SCHOOL** - After a review of students with unsatisfactory performance, the Building Review Committee at each middle school will recommend the summer school program deemed appropriate for each student. Summer school for middle level students is designed to reinforce essential skills for school success such as decision making, goal setting, time management, study skills, conflict resolution, and self-discipline. These goals will be addressed in a mandatory Personal and Social Responsibility (PSR) class. Students in this PSR summer experience may be assigned a mentor for the next academic year.

In addition, students may be required to attend summer sessions to remediate deficiencies in reading, math, and writing. These remediation classes will be prescriptive in nature; students will be required to work on skills they did not master during the regular school year. These remediation sessions will be a minimum of 4 weeks in duration. Parents or legal guardians will assume the financial responsibility for summer school courses.

**If a student does not successfully complete the recommended summer school program, the Building Review Committee will consider retention or alternative placement.**

5. **RETENTION** - Retention will be considered as the option of last resort. The building review committee will take all factors into consideration, including the cooperation of the student in working through various interventions tried during the school year. (See policy 2421, PROMOTION/RETENTION.)
6. **ALTERNATIVE SCHOOL PLACEMENT** - In spite of our best efforts to implement the programs mentioned above, there will be students who will not be prepared for the high school setting. For social and emotional reasons, it may not be appropriate for every student to remain on a middle school campus. Alternative programs for students who do not meet eligibility standards for promotion to grade 9 will be made available.