

New Heights Charter School Retention Policy

New Heights Charter School provides ongoing information to parents regarding student progress. Four times during the year, parents receive formal feedback regarding students' progress and may receive recommendations regarding additional/supplemental work that will benefit their student.

In the first report card, parents will be notified if their child is at risk of retention.

Criteria for pupil promotion and retention decisions

Consistent with *Education Code (EC)* Section 48070.5(b), our criteria includes students' grades and other indicators of academic achievement. Student results on the Standardized Testing and Reporting (STAR) Program may be included as one indicator of academic achievement. However, STAR results are not the exclusive criterion for promotion or retention.

The identification of students who should be retained or who are at risk of being retained is based primarily on proficiency in reading between the second and third grades and between the third and fourth grades. For the remaining grade levels, identification is based on proficiency in reading, English- language arts, and mathematics (*EC* Section 48070.5 (c)).

Parent or guardian approval

Based on education code, New Heights can retain or promote a student without parent or guardian approval. Kinder students shall be admitted to the first grade of an elementary school unless the parent or guardian of the child and the school district agree that the child may continue in kindergarten for not more than an additional school year.

New Heights has an appeal process for parents who disagree with a teacher's promotion or retention decision for their student. The process includes the following steps:

1. Parents submit a written appeal within 3 working days after the formal decision is made to retain or promote.
2. The burden is on the parent as the appealing party to show why the promotion or retention decision should be overruled.
3. A meeting will be held with the Executive Director, parent, and teacher within 2 weeks of receiving the written appeal. At this meeting, a final decision will be made.

Number of times a student can be retained

There is nothing in the *Education Code* that prohibits school districts from retaining a child in more than one grade.