

2013-2014 School/Parent Guide to the Elementary School Promotion Policy

Benchmark Grades 3, 6 & 8 (Board Policy 13-1023-RS1)

Promotion decisions for students in **grades 3, 6 & 8** will be made during the last week of school. Promotion status and applicable summer school requirement(s) will be determined by the student's District-Wide Assessment (DWA) scores in reading and math, followed by a review of the student's academic performance. To determine a student's promotion status and applicable summer school requirement(s), please see grid below. All students must receive a passing score on The Constitution of the United States of America and The Constitution of the State of Illinois exams to receive an 8th grade diploma. **Please see reverse side for additional information regarding students with disabilities and English Language Learners (ELLs).**

District-Wide Assessment (DWA) NWEA	Academic Performance	June Achievement Level	Summer School Status & Requirement(s)	Summer School Final Achievement Level	Final Promotion Status
DWA scores in both reading AND math <u>at or above</u> the 24th percentile	Passing final report card grades in reading and math	1A	Summer School <u>Not</u> Required <ul style="list-style-type: none"> Promote to the next grade in June Participate in June graduation ceremony (Grade 8) 		
	Failing final report card grade in reading or math or both	1B	Summer School Required <ul style="list-style-type: none"> Summer Exit Exam not required Promote to the next grade in August after successful completion of summer school 	Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none"> Promoted 8th grade students receive a diploma
DWA scores in reading OR math OR both <u>between</u> the 11-23rd percentile	Final report card grades in reading and math of "C" or above	2A	Summer School <u>Not</u> Required <ul style="list-style-type: none"> Promoted with supports to the next grade in June Participate in June graduation ceremony (Grade 8) 		
	Final report card grade in reading or math or both below "C"	2B	Summer School Required <ul style="list-style-type: none"> Summer Exit Exam required Promote to the next grade in August after successful completion of summer school and receiving a passing score on Summer Exit Exam 	Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none"> Promoted 8th grade students receive a diploma
DWA scores in reading OR math OR both <u>at or below</u> the 10th percentile	Final report card grades in reading and math of "C" or above	3A	Summer School Required <ul style="list-style-type: none"> Summer Exit Exam required Promote to the next grade in August after successful completion of summer school and receiving a passing score on Summer Exit Exam 	Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none"> Promoted 8th grade students receive a diploma
	Final report card grade in reading or math or both below "C"	3B	Summer School Required <ul style="list-style-type: none"> Summer Exit Exam required Promote to the next grade in August after successful completion of summer school and receiving a passing score on Summer Exit Exam 	Not Satisfactorily completed	May be Retained with Supports
				Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none"> Promoted 8th grade students receive a diploma
				Not Satisfactorily completed	May be Retained with Supports

Please see reverse side for explanation of satisfactory completion of summer school.

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<http://www.cps.edu/Pages/Gettingtothenextgrade.aspx>

Office of Teaching and Learning • November 2013

I, the parent or guardian of _____ (print student's name) have received and read the **2013-2014 School/Parent Guide to the Elementary School Promotion Policy (Board Policy 13-1023-RS1)**. **I acknowledge that by signing this document, I understand the promotion criteria which has been explained to me by the school administration and/or staff.** Furthermore, I will support my child in achieving the requirements for promotion and make every effort to work with the school in attaining this goal.

School _____ Grade _____ Room Number _____

Parent/Guardian Signature _____ Date _____

Please return signed acknowledgement to your child's school.

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Promotion Criteria

A student's promotion status is determined by the following measures:

District-Wide Assessment (DWA)

- The **District-Wide Assessment (DWA)**: The district-wide assessment will be the Northwest Evaluation Association's (NWEA) Measures of Academic Progress (using the highest score from the last two annual assessments) or other norm-referenced assessment administered by the district. Students with no DWA scores in either reading or math will be considered achievement level 2B. If a student's DWA results are incomplete or inaccessible through no fault of the student, the *Office of Teaching & Learning* shall make a promotion determination using the best available data consistent with the standards described in the Elementary School Promotion Policy.

Academic Performance

- Report card grades in reading and math shall reflect a student's unit test scores and completion of homework assignments during the school year. The **final report card grade** in each subject is an average of the grades reported at the end of each of the four reporting periods.

Promotion Criteria for Students with Disabilities

Students with disabilities (including English Language Learners with a disability) receiving special education and related services under an Individualized Education Program (IEP) are expected to meet the same promotion criteria as their non-disabled peers unless the IEP modifies the promotion criteria in whole or in part. For questions regarding promotion criteria for students with disabilities, please call the *Office of Diverse Learner Supports and Services* at (773) 553-1800.

Promotion Criteria for English Language Learners (ELLs)

English Language Learners (ELLs) will complete their general academic curriculum in their native language and/or English. ELLs in the benchmark grades shall be promoted to the next grade at the end of the academic year if they receive final report card grades of "C" or above in reading **and** math. **An ELL's DWA scores shall not be used for purposes of promotion.**

ELLs who fail to meet the academic performance criteria noted above will be promoted to the next grade only upon satisfactory completion of summer school. Appropriate summer school placement will be determined by the *Office of Teaching and Learning*. For questions regarding promotion criteria for ELLs, please call the *Department of Language and Cultural Education* at (773) 553-1930.

Satisfactory Completion of Summer School

- To satisfactorily complete summer school, a student must receive passing grade(s) on the summer school report card and have an attendance record of no more than **3 unexcused absences**.
- Students in achievement levels 2B, 3A and 3B must also score at or above the 24th percentile on the mandatory end of summer assessment in the subject(s) where the student's DWA score is below the 24th percentile in order to satisfactorily complete summer school.

Retention

A student who does not satisfactorily complete summer school will be retained in his/her current grade if this is a first time retention in the current grade cycle. All retained students will receive a **Personal Learning Plan**, which is developed by the student's school along with the parent/guardian.

Students Turning 15 on or before September 1, 2014

If the student is 15 years old on or before **September 1, 2014**, the student may earn an elementary diploma upon successful completion of Summer Acceleration.

Parent Promotion Appeal

At the completion of summer school, parents/guardians of retained students will have five (5) days after receiving the promotion determination notice to submit a written request (appeal) for an additional review to the Chief Officer of Teaching and Learning or his/her designee.

For questions regarding the Elementary School Promotion Policy (Board Policy 13-1023-RS1), please call your Network Office or the Office of Teaching and Learning at (773) 553-1216.
