



Baypoint Preparatory Academy - San Diego Retention/Promotion Policy

Baypoint Preparatory Academy - San Diego recognizes that in order for acceleration or retention to be beneficial for the student, effective programmatic interventions need to be implemented.

Acceleration from Kindergarten to First Grade

A student enrolled in kindergarten may be admitted to the first grade at the discretion of the Executive Director or designee and with the consent of the parent/guardian, upon determination that the child is ready for first-grade work. (Education Code 48011)

Admission to first grade shall be subject to the following criteria:

1. The student is at least five years of age.
2. The student has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The student is in the upper five percent of his/her age group in terms of mental ability.
4. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
5. The parent/guardian of the student has filed a written statement with the school approving the placement in first grade.

Continuation in Kindergarten

Students who have completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the School agree that the student shall continue in kindergarten for not more than one additional year. (Education Code 48011)

Whenever a student continues in kindergarten for an additional year, the Executive Director or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year. (Education Code 46300)

Retention at Other Grade Levels

The Executive Director or designee shall identify students who should be retained or who are at risk of being retained at the following grade levels:

1. Between grades 1 and 2

2. Between grades 2 and 3
3. Between grades 3 and 4
4. Between grades 4 and 5
5. Between the end of the intermediate grades and the beginning of the middle school grade (Grades 5 and 6)
6. Between the end of the middle school grades and the beginning of the high school grades (Grades 8 and 9)

Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students for possible retention between grades 4 and 5, between intermediate and middle grades and between middle school grades and high school. (Education Code 48070.5)

Students shall be identified on the basis of both assessment results and grades.

If a student is identified as performing below the minimum standard for promotion, the student shall be retained in his/her current grade level unless the student's regular classroom teacher determines, in writing, that retention is not the appropriate solution for the student's academic deficiencies. This determination shall specify the reasons that retention is not appropriate for the student and shall include recommendations for an alternative educational setting. (Education Code 48070.5)

If the student does not have a single regular classroom teacher, the Executive Director or designee shall designate the teacher or teachers who shall be involved in the decision to retain a student. (Education Code 48070.5)

When a student is identified as being at risk for retention, the student's parents/guardians shall be notified (in writing) as early in the school year as practical. The parents/guardians shall be provided with an opportunity to consult with the Executive Director or designee to develop a remediation plan for the student. The parents/guardians shall also be provided an opportunity to consult with the teacher(s) involved in the decision to retain. (Education Code 48070.5)

The teacher's decision to promote or retain a student may be appealed consistent with board policy, administrative regulation, and law.

The burden shall be on the appealing party to show why the decision to retain or promote should be overruled. (Education Code 48070.5)

To appeal a teacher's decision, the appealing party shall submit a written request to the Executive Director or designee specifying the reasons why the decision should be overruled. The appeal must be initiated within ten (10) school days of the receipt of the

notice of retention. The teacher shall be provided an opportunity to state orally and/or in writing the criteria on which his/her decision was based.

Within 30 working days of receiving a request to appeal, the Executive Director or designee shall determine whether or not to overrule the decision to retain. Prior to making this determination the Executive Director or designee may meet with the appealing party and the teacher. If the Executive Director or designee determines that the appealing party has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the teacher's decision.

The Executive Director's or designee's determination may be appealed by submitting a written appeal to the Board within 15 school days. Within 30 days of receipt of a written appeal, the Board shall meet in closed session to decide the appeal. The decision of the Board shall be final.

If the decision of the Board is unfavorable to the appealing party, he/she shall have the right to submit a written statement of objections, which shall become part of the student's record.

Retention Criteria: Second through Sixth Grade Students

All students, unless noted in an IEP, in grades designated by Education Code AB1639 may be considered for retention in the same grade. A student may only be retained once in elementary school. Students with exceptional needs, i.e., those with an IEP or identified as English Language Learners, shall be eligible to participate in the process described below but may be retained only under special circumstances.

Recommendations for retention shall normally proceed as follows:

1. The parent/guardian of the student shall have been notified in writing at least twice during the school year that their child is being considered for retention. (The first meeting will be held prior to Winter Break)
2. Students who are performing below grade level on School designated assessment(s) and/or receive a low (D) or failing (F) grade in at least one of the following areas, Reading/Language Arts/English or Mathematics shall be notified that they are at-risk of being retained.
3. The final decision to promote or retain a student shall be based on:
 - a. Failure grades in academic areas issued at the quarter or semester and the end of the year.
 - b. Performance assessment(s), which are appropriate to the individual grade level.
 - c. An SST or special retention team recommendation suggesting promotion or retention.

4. Final Retention paperwork will be signed on or prior to March 31st.

Retention Criteria: Grade Eight Students

Any eighth grade student who meets two of the following three criteria may be at-risk of being retained.

1. Seventh grade CAASPP scores Far Below Basic in English Language Arts and math.
2. A grade of “F” in eighth grade English Language Arts or math on the first semester grade report and a failing grade in both subjects on the last progress report of the second semester.
3. Scores of Far Below Basic on English Language Arts and math district benchmarks during the second semester.