

c. Promotion/Retention

The focus of the pupil promotion legislation (AB 1626 and SB 1370) is to improve student learning and support students who are at risk of failure.

School administration identifies students who are “low achieving” and should be retained or who are “at risk of being retained”. Students are designated “at risk of being retained” if they are not meeting grade-level standards (See “Intervention for Low Achieving Students” in the section above). Further indicators may include grades, birthdate, and results on statewide assessments.

A parent-teacher conference is held for students who are in danger of being retained, where an *Academic Strategic Success Plan* is formulated for the year. This plan includes multiple intervention options and progress monitoring which may be discussed in each of the three trimesters during a parent-teacher conference. If the student remains below grade level despite the interventions implemented in the *Academic Strategic Success Plan*, the student may be retained. The Promotion/Retention Team meets, consults, and makes a recommendation to promote or retain a student depending on the success of the interventions implemented in the *Academic Strategic Success Plan*. The team also analyzes Progress Reports and Report Card grades. Parents not supporting the decision to retain may request that the student receive a psycho-educational assessment. The final decision to promote or retain is made by administration, based on staff recommendation, and a summary of the evidence for the decision will be presented to the parents.

The decision to retain English Learners is made by the Promotion/Retention team. One or more members of the team must have expertise in English Language Development (ELD), meeting the requirements of a “Highly Qualified Teacher” (per No Child Left Behind Act). The decision to promote or retain students with an Individualized Education Plan (IEP) is made by the IEP team. Students are given the opportunity to participate in an academic intervention program as early as possible in the school year.

Oxford Prep can retain or promote a student without parent or guardian approval in grades one (1) through eight (8). No student at Oxford Prep will be retained for more than one year, including students who were retained prior to enrolling in the school. If retention is not successful as an intervention, a referral may be made for psycho-educational assessment. Parents may appeal the Promotion or Retention decision to the Executive Director.