



Forest Ranch Charter School

~ elevate your education

Board Policy – Promotion and Retention

1. Purpose

- a. The Governing Board of Forest Ranch Charter School (Board) expects that our students will achieve at least one year of growth in learning for each school year and meet grade-level expectations, thereby progressing logically from one grade to the next.
- b. The Board recognizes that some students may benefit from grade level retention or early promotion. This policy seeks to ensure that the abilities and best interests of the student are the primary consideration for retention and promotion decisions.

2. Responsibilities

- a. The Executive Director shall be responsible for determining the benefits and detriments to retention or early promotion of a student. Input from the student's teacher and parent(s)/guardian(s) shall be sought and taken into consideration during the decision process.

3. Retention

- a. Retention decisions shall be made using various indicators such as emotional and social readiness, student grades, and multiple measures assessments (including any state standardized tests).
- b. Students identified for retention or at-risk for retention shall be the subject of a student study team to determine the extent of additional resources and remedial instruction opportunities needed for the student to increase achievement.
- c. Students shall be identified for retention or as at-risk for retention based primarily on proficiency in reading between the second and third grades and between the third and fourth grades. Reading, language arts, and mathematics may be indicators for retention after the fourth grade.
- d. While it is not legally required that a student's parents/guardians approve of the retention decision, the Executive Director shall make every effort to include the parents/guardians in the decision-making process to mutual satisfaction.

4. Accelerated Promotion

- a. When high academic achievement is evident, the Executive Director may recommend a student for acceleration into a higher grade level.
- b. Accelerated promotion decisions shall be made using various indicators such as emotional and social readiness, student grades, and multiple measures assessments (including any state standardized tests).

- c. Parents/guardians requesting consideration of accelerated promotion for their student should first discuss the possibility with the student's teacher. If the teacher agrees then the teacher and the parents/guardians shall meet with the Executive Director to discuss the student's placement.
- d. Frequently, testing for and placement in the Gifted and Talented Education (GATE) program may be preferable to accelerated promotion. Other opportunities, such as moving to another grade for a specific subject, are also available and shall be explored prior to considering accelerated promotion.
- e. While it is not legally required that a student's parents/guardians approve of the accelerated promotion decision, the Executive Director shall make every effort to include parents/guardians in the decision-making process to mutual satisfaction.

5. Parent/Guardian Right of Appeal

- a. Parents/guardians have the right to appeal a decision made on behalf of their student by the Executive Director with which they do not agree. Complaints should be filed using the procedures and forms defined in BP 3040 Uniform Complaint Policy and Procedures, found on our website or at the school site.
- b. Parents/guardians who disagree with the Executive Director's final decision and have exhausted the formal appeal process at the school site as defined above may contact the Charter School Liaison at Chico Unified School District, 1163 East Seventh Street, Chico, CA 95928 with their complaint.
- c. Parents/guardians who are convinced that the implementation of this policy by the Forest Ranch Charter School was in a manner that is discriminatory to their student may contact the California Department of Education's (CDE) Office of Equal Opportunity. The fax number for the Office of Equal Opportunity is 916-324-9818, and the street address is 1430 N Street, Suite 6019, Sacramento, CA, 95814. The phone number of the Office of Equal Opportunity is 916-445-9174.

6. Adoption and Review

- a. This Board Policy was originally adopted by the Board on December 13, 2011.
- b. This Board Policy was recently reviewed on October 17, 2017.
- c. The next annual review will occur on or before November 20, 2018.