

## MELROSE-MINDORO GRADE PROMOTION POLICY

Beginning on September 1, 2002, no student may be promoted to the next grade unless the student satisfies the criteria for promotion in this policy.

**A. Student's Academic Performance.**

A student achieves a cumulative grade point average of 2.0 or above in subjects, available at that grade level or as specified on the checklist, or as specified in the students Individual Education Plan (IEP)/504 Plan.

**IF NOT, THEN**

**B. Student Score on the Wisconsin Knowledge and Concepts Exam (WKCE) or off year standard test equivalent.**

A student may advance to the next grade if he/she receives a score of basic or above on four or more of the five subtests (Reading, Language Arts, Math, Science, Social Studies) and, with at least a 4.5 in the writing subtest of the WKCE) or as specified in the IEP/504 Plan.

**IF CRITERION B IS NOT MET OR THE WKCE IS NOT TAKEN, THEN**

**C. Grade Advancement Committee**

**In the lower grades in which letter grades are not awarded**, the student's teacher along with the Grade Advancement Committee will recommend promotion to the next grade or retention in the current grade based upon objective criteria (checklist) which indicate the student's ability to succeed at the next grade level, or as specified in the student's IEP/504 Plan.

**In grades in which letter grades are awarded**, and a student has not met criteria A or B above, the Grade Advancement Committee will recommend promotion to the next grade or retention in the current grade based upon objective criteria (checklist) which indicate the student's ability to succeed at the next grade level, or as specified in the student's IEP/504 Plan.

**\*The application of Criterion C will result in (1) promotion to the next grade, (2) promotion to the next grade following satisfactory completion of remedial coursework, or (3) retention in the current grade.**

**\*Advancement may be conditioned upon completion of a remedial course recommended by the Grade Advancement committee.**

**AND/OR**

**D. Remedial Opportunities**

A student will advance upon satisfactory completion of the remedial course(s) recommended by the Grade Advancement Committee. The administration, and appropriate staff will determine the condition of satisfactory completion. Failure to satisfactorily complete the remedial coursework may result in the student being retained.

**Administrative Responsibility**

The district administrator shall be responsible for the general supervision and management of the promotion of students under this policy. The district administrator or, if assigned the responsibility by the district administrator, the building principal shall determine whether a student has satisfied the criteria in this policy. This policy is designed to encourage early identification and interventions for those students who have academic, behavioral, and/or emotional difficulties. Written confirmation will be sent to the parent/guardians regarding the final decision in the spring of the year.

**Right of Appeal**

Parental involvement is encouraged in the retention decision, however, the final decision rests with the School Board. Parents may appeal the decision by filing written notice to the building principal or district administrator; who upon review of the Grade Advancement Committee decision will notify the parents within 30 days of decision. Parents will then have the option of appeal to the Board of Education, who will review the promotion or retention decision. This appeal to the Board of Education must also be in writing. Notification will be made within 30 days of the final Board decision.

Leg. Ref.: 118.33(6)(a)

**I understand the criteria for promotion of my son/daughter as outlined on this form, and the requirements of the remediation program if my child does not meet the criteria for promotion.**

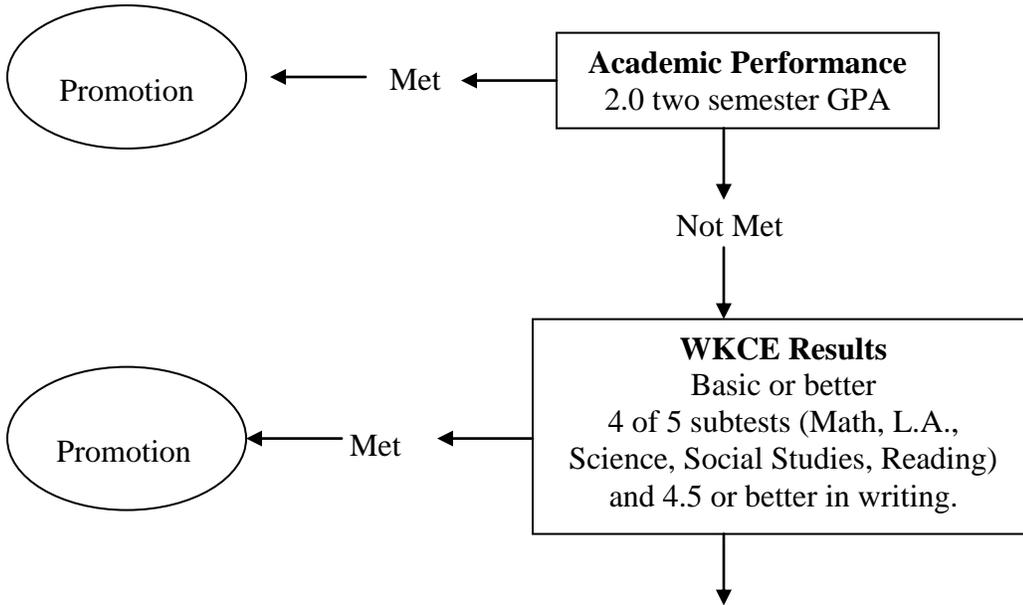
\_\_\_\_\_  
Student's name

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date

## Melrose-Mindoro Grade Advancement Policy

The procedure for grade advancement is diagrammed below:



**\*\*If a student scores at the minimal level on any subtest of WKCE, but has a two-semester grade point average of **2.0** in the corresponding subject area, then the student will be considered to have attained the **basic** level in the subject area when applying this criterion. Similarly, a grade point average of 2.0 in writing will meet the requirement of achieving a score of 2.5 on the writing subtest of the WKCE. For this provision to apply, the student must take the WKCE.**

