



Coweta Charter Academy Promotion/Retention Policy

In accordance with State Board Rule 160-4-2-.11, all students must achieve grade level proficiency on academic achievement and state-adopted assessment for promotion. Grade level mandatory proficiency requirements are located at the end of this policy.

I. Failure to Perform on First Assessment

Within ten calendar days of determination that a student has not met the mandatory grade level proficiency for promotion, Coweta will notify the parent/guardian in writing via first class mail of the student's potential retention, including the following¹:

- (i) The student's below-grade-level performance on the assessment(s);
- (ii) The specific retest(s) to be given to the student and testing date(s);
- (iii) The opportunity for accelerated, differentiated, or additional instruction based on the student's performance on the assessment; and
- (iv) The possibility that the student might be retained at the same grade level for the next school year.

II. Failure to Perform on Second Assessment

Should the student not perform to the mandatory grade level proficiency on the second assessment as set forth below, the student will be retained for the next school year. Coweta will notify the parent/guardian, in writing by first class mail, that the student will be retained and describe options for the parent/guardian or teacher should they disagree with decision.

If a parent/guardian disagrees with the decision to retain, a placement committee will be formed consisting of (1) the parent/guardian, (2) teacher(s) of the subject(s) of the state adopted assessment or alternative assessment instrument on which the student failed to perform at grade level, and (3) Coweta's principal or designee. For any student that receives special education or related services,

¹ Pursuant to SBOE Rule 160-4-2-.11, such notice shall be required for students in 3rd, 5th and 8th Grade. For students in other grades, the placement committee will communicate student performance, instructional strategies and placement needed for the student to succeed and progress to next level of academic achievement.

the Individualized Education Plan Committee shall serve as the placement committee. The principal or designee shall notify in writing the parent/guardian and teacher(s) of the time and place of the meeting of the placement committee.

The placement committee's decision to **promote** must be unanimous, if not the student will be retained. If a unanimous decision is made to **place** a student in the next grade, the decision should be based on the team's consideration that, given appropriate interventions including accelerated, differentiated, or additional instruction (and the implementation of a plan), the student should master the next grade level standards by the end of the following year. Regardless of the final decision to promote or retain, a plan for accelerated, differentiated, or additional instruction will be developed for the student accordingly.

III. Grade level mandatory proficiency requirements for promotion

Kindergarten- 5th grade mandatory:

- 70% mastery of ELA standards
- 70% mastery of Reading standards
- 70% mastery of Math standards
- In 3rd Grade - grade level achievement scores on GA Milestones Reading Assessment
- In 5th Grade –grade level achievement scores on GA Milestones Reading and Mathematics assessments
- Teacher recommendation

Grades 6 through 8th mandatory:

- 70% mastery of core content area standards
- In 8th Grade - grade level achievement scores on GA Milestones Reading and Mathematics assessments



Kindergarten-8th grade **additional information considered as applicable:**

- MAP scores (scholar performance throughout the entire year for ELA and Math)
- Attendance
- Age, grade, current placement

Students who fail to meet promotion criteria listed above should be considered for **retention**.