

**General**

The goal of the middle school is to provide a successful and rewarding educational experience for all students. As a part of this responsibility, it is necessary to identify early those students who appear to be having difficulties and devise a plan to assist them with their educational program. Should students exhibit academic deficiencies at the end of the school year, it is ultimately the responsibility of the principal to determine if a student will be promoted to the next higher grade, retained with appropriate placement at the student's current grade, directed to some remediation procedure in order to be promoted, or if other options should be implemented.

**Legal Premise**

The Board of Education, acting through its duly-appointed agents (administration and teachers), has full authority to determine the promotion and retention of students. The purpose of this policy is to recognize the district's authority to make these decisions while providing procedural and substantive safeguards that will assure placements that are in the best interests of students.

**Promotion Requirements**

In order for a sixth, seventh, or eighth grade student to be promoted to the next grade, the student must successfully complete the following requirements:

1. Receive no more than one failing (F) end of the year course grade in the following subjects: reading (grade six), mathematics, language arts, science, social studies.
2. Receive passing grades of D or better in at least half (50 percent) of all other subjects.

If a student fails to meet the above requirements, the student may be promoted upon successful completion of a summer program prior to entering the next grade and/or with the recommendation of the principal.

**Summer School Program**

The program for summer school may consist of the following:

1. Skills of learning
2. Skill and concept development in the areas of mathematics, science, social studies, and language arts.
3. Specified number of hours of direct teacher/student contact time.

**Intervention Strategies**

The following procedures will be followed to assist those students in danger of retention in grades six, seven, and eight of the Eau Claire middle schools:

**Mid-Point of Quarter One**

1. Students receiving a failing grade in any subject at the mid-point of the first quarter will be given a mid-term potential failure notice by the teacher(s). The student's parents and counselor will be notified.
2. The counselor and teachers will discuss the performance of students who received first quarter mid-term potential failure notices to determine appropriate assistance that can be provided to these students.

**End of Quarter One**

1. Interdisciplinary teams will discuss the performance of their students who received first quarter failing grades in semester and/or year-long classes to determine an intervention or remediation plan to assist the student.
2. The respective grade level counselor will send a letter to the parents of students informing them of the deficiencies noted in year-long and/or semester classes. Parents will be encouraged by the teachers and/or counselor to help plan strategies that will be utilized to assist students in improving deficient grades.

**Mid-Point of Quarter Two**

Follow the procedures for mid-point of quarter one.

**End of Quarter Two**

1. Interdisciplinary teams will discuss the performance of students who received second quarter failing grades in semester and/or year-long courses to determine an intervention or remediation plan to assist the student.
2. The principal will send a letter to parents notifying them of the potential consequences of their child's deficient performance. The letter will include an invitation to meet with the teacher, principal, and/or counselor to discuss their child's situation.
3. The counselor will confer with each student who is in danger of retention.

**Mid-Point of Quarter Three**

Follow the procedure for mid-point of quarters one and two.

End of Quarter Three

1. The counselor and teachers will discuss the performance of students who received third quarter failing grades in year-long or semester classes to determine an intervention or remediation plan to assist the student.
2. The principal will send a certified letter to parents notifying them of the potential consequences of their child's continued deficient performance. The letter will include an invitation to meet with the teacher, principal, and/or counselor to discuss their child's situation.
3. The counselor will confer with each student who is in danger of retention.

Mid-Point of Quarter Four

Follow the procedure for mid-point of quarters one, two, and three.

End of Quarter Four

1. As soon as it can be determined that a student will not meet the criteria for promotion, the team leader, counselor, and principal will meet to make one of the following decisions:
  - a. Promotion to the next grade with no contingencies
  - b. Promotion to the next grade with contingencies
  - c. Placement in an alternative program
  - d. Retention of the student
  - e. Other arrangements as determined by principal with input from a guidance counselor and team leader.
2. Parents will be informed by a certified letter and invited to discuss the decision.
3. A summary of the decisions made on all students considered for retention will be provided to the teachers by the team leaders.

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Referenced Acts, Statutes, Instructions: §118.33 (6)(a)1. Requires additional criteria to be used for promotion from grade 8 to 9. Refer to 345.4-Rule(4) for criteria.

Adopted: February 1979

Revised: April 2001