

ACADEMIC ACHIEVEMENT

Student Success Initiative - Grade Placement Committee Procedures

EIE-R1

The following procedures shall be followed with regard to the Student Success Initiative Grade Placement Committees (GPC) for fifth and eighth grade students who do not demonstrate proficiency on reading and/or mathematics state assessments, as required by Education Code 28.0211(a), in order to advance to the next grade.

The Grade Placement Committee shall consist of the following members:

- Principal or principal's designee
- Parent or guardian of student
- Student's teacher of the subject on which the student failed to demonstrate proficiency

Procedures for Convening a GPC after the Second Administration:

- Students who did not perform satisfactorily on the first administration of the reading and/or math state assessment shall retake assessment(s) on the applicable dates.
- Once the District receives results, the DTC will send the results directly to the campus principal and CTC within five working days of receipt of student assessment results.
- The campus principal shall notify the parents/guardians of results and convene a meeting of the GPC with the required members for any student who does not perform satisfactorily on the second administration.
- The GPC shall prescribe and implement accelerated instruction to be completed before the third administration during summer school.
- The campus principal shall monitor and document student progress.
- The campus principal shall document that the student has completed all required accelerated instruction.

Procedures for Convening a GPC after the Third Administration:

- Students who did not perform satisfactorily on the second administration of the reading and/or math state assessment shall retake assessment(s) on the applicable dates.
- Once the District receives results, the DTC will send the results directly to the campus principal and CTC within five working days of receipt of student assessment results.
- The campus principal shall notify parents of students who do not perform satisfactorily on the third administration of automatic retention, the GPC meeting, and the opportunity for parent appeal for a student who did not meet the passing standard on any of the three opportunities. The campus principal shall convene GPCs with required members and prescribe and implement accelerated instruction during academic boot camp.
- The campus principal shall document that the student has completed the prescribed accelerated instruction prior to promotion to the next grade.
- The GPC also develops and implements an Accelerated Instruction Plan for the upcoming school year for each student who does not meet the passing standard, whether the student is retained or promoted.
- Document all notifications in the student's permanent record file.