



SECTION II: INSTRUCTION POLICY 2040

Grade Level Promotion and Retention

Students are expected to make sufficient progress in mastering a year's worth of curricular objectives in a year's time by following a consistent and regular schedule of schooling. In doing so, it is expected that students will be promoted to the next grade level at the end of an academic year.

Elementary

Promotion and retention for third graders is pursuant to the Reading Sufficiency Act (70 O.S. § 1210.508C). Except at third grade, grade level promotion or retention is based on a comprehensive view of multiple criteria including, but not limited to, reasonable progress in skill development, satisfactory attendance, satisfactory progress through courses based on start date, age, social/emotional maturity, and eligibility for special education services. Conferences with the parents are conducted throughout the school year to discuss the student's progress. Parents will be notified of possible retention at the beginning of the second semester. Grade promotion or retention decisions will be made on or before the last day of school.

Middle School

All students in grades 6-8 must pass 3 out of the 4 core courses (Math, English, History and Science) with a letter grade of D or better to be promoted to the next grade level at the end of the school year. Administration may also consider other factors such as age, social/emotional maturity, and eligibility for special education services. Grade retention decisions will be made on or before the last day of school. Parents will be notified of possible retention at the beginning of the second semester. Grade promotion or retention decisions will be made on or before the last day of school.

Whenever a teacher or teachers recommend that a student be retained at the present grade level, the parent, if dissatisfied with the recommendation, may appeal the decision by complying with OVCA's appeal process. The decision of the board shall be final. The parent may prepare a written statement to be placed in and become a part of the permanent record of the student stating the reason(s) for disagreeing with the decision of the board (70 O.S. § 70-24-114.1).

A parent may request retention of a student based on age, maturity, or academic achievement by contacting the principal. The principal may provide guidance to assist the parent in the decision.

High School

High School students are promoted based on the number of credits earned. Credit is granted for courses in which the student earns an A, B, C or D. Credit is not awarded for courses in which a student earns an F (below 60%).

Grade level classification is determined by the number of credits a student has *at the beginning of the school year and will not change until the next school year unless approved by Head of School*. This means that a student will not change classification mid-year no matter how many credits he/she has. To be promoted, students must have at least:

- Five (5) credits to promote from 9th to 10th grade.
- Eleven (11) credits to promote from 10th to 11th
- Seventeen (17) credits to promote from 11th to 12th

At the end of first semester, parents of students that are not currently meeting the requirements to grade promote or graduate based on number of credits earned during the first semester will be notified.