



2017-2018 School/Parent Guide to the Elementary School Promotion Policy

Benchmark Grades 3, 6 & 8 (Board Policy 13-1023-RS1)

Promotion decisions for students in **grades 3, 6 & 8** will be made during the second week of June. Promotion status and applicable summer school requirement(s) will be determined by the student's District-Wide Assessment (DWA) scores in reading and math, followed by a review of the student's academic performance. To determine a student's promotion status and applicable summer school requirement(s), please see grid below. All students must receive a passing score on The Constitution of the United States of America and The Constitution of the State of Illinois exams to receive an 8th grade diploma. **Please see reverse side for additional information regarding Students with Disabilities and English Learners (ELs).**

District-Wide Assessment (DWA) NWEA	Academic Performance	June Achievement Level	Summer School Status & Requirement(s)	Summer School Final Achievement Level	Final Promotion Status
DWA scores in both reading AND math at or above the 24th percentile	Passing final report card grades in reading and math	1A	Summer School <u>Not</u> Required <ul style="list-style-type: none">Promote to the next grade in JuneParticipate in June graduation ceremony (Grade 8)		
	Failing final report card grade in reading or math or both	1B	Summer School Required <ul style="list-style-type: none">Summer Exit Exam not requiredFinal summer school grade of "D" or above in the subject(s) with final report card grade below "C"	Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none">Promoted 8th grade students receive a diploma
				Not Satisfactorily completed	Retained with Personal Learning Plan
DWA scores in reading OR math OR both between the 11-23rd percentile	Final report card grades in reading and math of "C" or above	2A	Summer School <u>Not</u> Required <ul style="list-style-type: none">Promoted with supports to the next grade in JuneParticipate in June graduation ceremony (Grade 8)		
	Final report card grade in reading or math or both below "C"	2B	Summer School Required <ul style="list-style-type: none">Score at or above the 24th percentile on the Summer Exit Exam in the subject(s) with DWA score below 24th percentileFinal summer school grade of "D" or above in the subject(s) with final report card grade below "C"	Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none">Promoted 8th grade students receive a diploma
				Not Satisfactorily completed	Retained with Personal Learning Plan
DWA scores in reading OR math OR both at or below the 10th percentile	Final report card grades in reading and math of "C" or above	3A	Summer School Required <ul style="list-style-type: none">Score at or above the 24th percentile on the Summer Exit Exam in the subject(s) with DWA score below 24th percentileFinal summer school grade of "D" or above in the subject(s) with final report card grade below "C"	Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none">Promoted 8th grade students receive a diploma
	Final report card grade in reading or math or both below "C"	3B	Summer School Required <ul style="list-style-type: none">Score at or above the 24th percentile on the Summer Exit Exam in the subject(s) with DWA score below 24th percentileFinal summer school grade of "D" or above in the subject(s) with final report card grade below "C"	Not Satisfactorily completed	May be Retained with Supports
				Satisfactorily completed	Promoted with Supports <ul style="list-style-type: none">Promoted 8th grade students receive a diploma
				Not Satisfactorily completed	Retained with Personal Learning Plan

I, the parent or guardian of _____ (print student's name) have received and read the **2017-2018 School/Parent Guide to the Elementary School Promotion Policy (Board Policy 13-1023-RS1)**. **I acknowledge that by signing this document, I understand the promotion criteria which has been explained to me by the school administration and/or staff.** Furthermore, I will support my child in achieving the requirements for promotion and make every effort to work with the school in attaining this goal.

School _____ Grade _____ Room Number _____

Parent/Guardian Signature _____ Date _____

Please return signed acknowledgement to your child's school.

2017-2018 School/Parent Guide to the Elementary School Promotion Policy

Benchmark Grades 3, 6 & 8 (*Board Policy 13-1023-RS1*) <http://cps.edu/Pages/Gettingtothenextgrade.aspx>

Promotion Criteria

A student’s promotion status is determined by the following measures:

District-Wide Assessment (DWA)

- The **District-Wide Assessment** (DWA): The district-wide assessment will be the Northwest Evaluation Association’s (NWEA) Measures of Academic Progress (using the highest score from the last two annual assessments) or other norm-referenced assessment administered by the district. Students with no DWA scores in either reading or math will be considered achievement level 2B. If a student’s DWA results are incomplete or inaccessible through no fault of the student, the *Office of Teaching & Learning* shall make a promotion determination using the best available data consistent with the standards described in the Elementary School Promotion Policy.

Academic Performance

- Report card grades in reading and math shall reflect a student’s unit test scores and completion of homework assignments during the school year. The **final report card grade** in each subject is an average of the grades reported at the end of each of the four reporting periods.

Promotion Criteria for Students with Disabilities

Students with Disabilities receiving special education and related services under an Individualized Education Program (IEP) are expected to meet the same promotion criteria as their same age, same grade, non-disabled peers unless the IEP modifies the promotion criteria in whole or in part (this includes English Learners with an IEP). For questions regarding promotion criteria for Students with Disabilities, please call the *Office of Diverse Learner Supports and Services* at (773) 553-1800.

Promotion Criteria for English Learners

English Learners (ELs) will complete their general academic curriculum in their native language and/or English. ELs in the benchmark grades, regardless of Program Year, shall be promoted to the next grade at the end of the academic year if they receive final report card grades of “C” or above in reading **and** math. **An EL’s DWA scores shall not be used for purposes of promotion.** ELs with DWA scores above the 24th percentile and a low grade of “D” shall be promoted according to General Promotion Criteria.

ELs who fail to meet the academic performance criteria noted above will be promoted to the next grade only upon satisfactory completion of summer school. ELs are not required to take the Summer Exit Exam. Students with an active CPS EL status will be placed in Bridge summer school classrooms with: Spanish Bilingual instruction for Spanish speaking ELs and English as a Second Language instruction for non-Spanish speaking ELs.

Satisfactory Completion of Summer School

- To satisfactorily complete summer school, a student must receive passing grade(s) on the summer school report card and have an attendance record of no more than **3 unexcused absences**.
- Students in achievement levels 2B, 3A and 3B must also score at or above the 24th percentile on the mandatory Summer Exit Exam in the subject(s) where the student’s DWA score is below the 24th percentile in order to satisfactorily complete summer school. ELs and 1B students are are not required to participate in the Summer Exit Exam.

Retention

A student who does not satisfactorily complete summer school will be retained in his/her current grade if this is a first time retention in the current grade cycle. Grade cycles include grades 1-3, grades 4-6, grades 7 & 8. All retained students will receive a **Personal Learning Plan**, which is developed by the student’s school along with the parent/guardian.

Students Turning 15 on or before September 1, 2018 (Age Cycle 15)

If the student is 15 years old on or before **September 1, 2018**, and has not met promotion criteria the student may earn an elementary diploma upon successful completion of the Summer Acceleration program.

Parent Promotion Appeal

At the completion of summer school, parents/guardians of retained students will have five (5) days after receiving the promotion determination notice from the home school to submit a written request (appeal) for an additional review to the Appeal Review Committee as designated by the Chief Officer of Teaching and Learning.

For questions regarding the Elementary School Promotion Policy (Board Policy 13-1023-RS1), please call your ISP, Network Office or the *Office of Teaching and Learning* at (773) 553-2535.
