

## Students

### Progress

#### Fourth and Eighth Grade Promotion

##### Fourth Grade Promotion Criteria

To be promoted from the fourth to fifth grade a student shall:

- Pass all core subjects (language arts, reading, math, science, and social studies) in fourth grade and score “Basic” or higher on all core (math, reading, science, social studies, and language arts) components of the Wisconsin State Assessment System (WSAS) assessments in fourth grade or
- Pass comparable summer school courses for those fourth grade courses failed during school year (comparable classes will be identified as such in the summer school course offering book).

##### Eighth Grade Promotion Criteria

To be promoted from the eighth to ninth grade a student shall:

- Pass all core subjects (communication skills, math, science, and social studies) in eighth grade or pass comparable summer school courses for those eighth grade courses failed during school year, (comparable classes will be identified as such in the summer school course offering book) and score basic or higher on the Wisconsin State Assessment System (WSAS) assessments in eighth grade.

##### Review Committee/Teacher Recommendations

If the student does not meet the criteria for promotion under the conditions outlined above his/her parents/guardians may petition to a review committee comprised of certified faculty. This committee will be chaired by the school principal or designee, and will include a guidance counselor or school psychologist, and three teachers licensed by the State of Wisconsin with knowledge of the student’s academic performance, at least two of which must be selected from the core content areas of math, science, social studies and language arts. The petition must include the reasons why the parent/guardian believes the student should be promoted. The petition must also include specific examples illustrating the student’s potential for success in the next grade in the subject areas tested on the WKCE. This committee will review information provided by the student’s parents, which will warrant consideration of promotion and will recommend promotion or retention. The school principal, in consultation with school faculty, will develop criteria for review of a petition, and the criteria will be delineated in the Student Handbook. The school principal or designee will assist parents in preparation of the petition if so requested.

School administrators and staff shall assist students in meeting the criteria outlined in this policy consistent with established District policies and procedures. The Watertown Unified School District shall provide for regular review of a student’s progress toward meeting the established criteria for promotion and shall keep students and their parents/guardians informed of the student’s progress.

##### Appeal Procedure

To provide for an orderly method of resolving a concern relating to this policy and its implementation, the following procedures shall be followed:

1. Person(s) appealing decisions about promotion/retention shall be referred to the school principal. All appeals must be in writing and must state what portion of this policy they believe was administered in error and the remedy they believe is necessary.
2. In the event the appeal is not satisfactorily resolved with the school principal, the person(s) making the appeal shall forward to the Superintendent, in writing, what portion of this policy he/she believes was administered in error and the remedy he/she believes is necessary. The superintendent or designee will meet with the parties involved. A written decision from the superintendent shall be made within ten (10) business days. If the person(s) making the appeal feels that the matter has not satisfactorily been resolved then the appeal shall be made in writing to the Board of Education.
3. The Board will schedule a meeting with the parties involved within thirty (30) business days. The Board of Education decision concerning the appeal will be made in writing within twenty (20) business days.
4. Appeals of this policy and the decision regarding promotion will not grant a “stay” in retention or promotion while appeals are pending.

Specific academic requirements shall be available for inspection in the principal’s office, and shall be distributed in the Student Handbook.

**Exemptions**

As provided by state and federal laws, students with disabilities (CWD) or limited English proficiency (LEP) may, under unusual circumstances, be exempted from all or portions of state and/or local testing. Some of these students may also have Individualized Educational Plans (IEP’s), which provide for accommodations on all or part of these tests. Exemptions shall only be granted when the IEP team determines that even with accommodations; a student cannot reasonably be expected to participate in state and/or district testing.

**Policy Approved:                    December 20, 2001**

**Policy Revised:                    October 25, 2004  
   February 23, 2006  
   February 28, 2011  
   May 14, 2015**