



AMERICAN ACADEMY
EDUCATE | INNOVATE | EXPLORE

Student Retention and Acceleration Policy

This policy was approved by the American Academy Board of Directors on April 1, 2016.

Purpose

This policy defines the procedures and rules for retaining students in their current grade and promoting students to a higher grade.

Grade Level Retention Definition

Retention is defined as not permitting a student to advance to the next grade level with his/her classmates.

Identifying Grade Level Retention Candidates

The following policies are intended to assist the staff of American Academy and parents in identifying those children who are most likely to benefit from retention and those who are not:

- If the student is failing to make normal progress, the parents must be notified by the end of the first trimester, so that the teachers and home may cooperate in helping him/her achieve greater success. This communication is not to discuss retention, but to facilitate working as a team to help the student succeed.
- If the student fails to make appropriate progress by third trimester, the parents will be invited to attend a retention meeting with a school established retention team to discuss educational goals the student must achieve to avoid retention.
- At the end of the year, after all necessary data is received, and the student has been given every possible opportunity, the appropriate Principal will make the final decision, based on recommendations from the retention team. The Principal will then notify the parents of the final decision.

Middle School Grade Level Retention

A middle school student may be considered for retention if the student fails to meet grade level requirements.

Grade Requirements for Middle School Students

If a middle school student has not demonstrated proficiency in two of the three Core Subject areas, that student will not be promoted to the next grade level at the end of the school year. The Core Subjects, for the purposes of grade level retention are English, Science, and History (and Math in the case of 8th grade only). Sixth and seventh Grade Math is considered separately as defined in the next section. Passing a course is determined by two criteria, one of which must be met:

- The grade in the course for the last trimester must be at least 65%; or
- The grade average for all trimesters must be at least 65% for all subjects.

Math Retention Definition

Math Retention is defined as not permitting a student to advance the next math class.

Identifying Math Retention Candidates

All students who do not meet the requirements to advance to the next math class will be identified as math retention candidates. The appropriate Principal will make the final decision.

Requirements to Advance to the Next Math Level

- Grade Level Math: Students in a grade level math class must maintain a C- (72%) or better course average for the year and a C- (72%) or better for the third trimester.
- Accelerated Level Math: Students in an accelerated level math class must maintain a B- (82%) or better course average for the year and a B- (82%) or better for the third trimester.

Math Acceleration Definition

Math Acceleration is defined as permitting a student to skip the next math level.

Requirements to Skip the Next Math Level

- Students in a grade level math class must maintain a solid A (94%) or better course average for the year and for the third trimester.
- Students must have verification of formal instruction in the skipped math level, such as a note from a tutor.
- Parents must notify the school prior to the start of the next school year in order for the students to test for acceleration.
- Students must demonstrate mastery of the level they are trying to skip.

Grade Acceleration Definition

Grade Acceleration is defined as permitting a student to skip the next grade level.

Acceleration in all Grades (K-8)

If a student has been referred for acceleration, the parents will be asked to give written consent for evaluation. The evaluation process will be initiated and completed by the appropriate Principal according to the acceleration procedures. Decisions to permit a student to skip the next grade level shall be made by the appropriate Principal, after completing the evaluation process. Parents will be notified of the decision by the Principal.

POLICY HISTORY

- Original:* approved by the BOD on July 14, 2008
- Revision 1:* approved by the BOD on February 18, 2010
- Revision 2:* approved by the BOD on July 15, 2010
- Revision 3:* approved by the BOD on April 14, 2012
- Revision 4:* approved by the BOD on April 1, 2016