

# Policy

BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT

STUDENTS  
5410.02 / Page 1 of 3

## GRADE PROMOTION AND HIGH SCHOOL GRADUATION

As required by law, students will be promoted from grade four to grade five and from grade eight to grade nine and will receive a high school diploma only after meeting state-required, district-specified criteria. Criteria that are examined in fourth and eighth grades include performance on the Wisconsin Forward Exam; academic performance, other academic criteria and teacher recommendation. Criteria that are examined for graduation include meeting the District's graduation requirements, other academic criteria and teacher recommendations. Students who do not meet the requirements and are therefore not promoted or awarded a diploma may appeal to the Board of Education.

The mission statement of the Hortonville Area School District is based upon the belief that all children can learn and reflects a commitment to both meeting the needs of and providing a quality education for each individual child. Promoting a student to the next grade or granting the student a diploma must, therefore, be based upon criteria that take into consideration each student's achievement in accordance with his/her aptitude and ability.

### **Implementation:**

#### **Criteria for Promotion from 4<sup>th</sup> to 5<sup>th</sup> Grade is as follows:**

The student must achieve:

- A. Basic competency on the Wisconsin Forward Exam in language arts, reading, math, science and social studies
- B. A proficiency level of at least 'Near Mastery' in Reading Workshop, Writer's Workshop, Word Study, Math, Science, and Social Studies for both semesters of the fourth-grade year.

In the event a student has not met both of the above, a recommendation to promote is required from professional staff and administrators (including but not limited to the principal, classroom teacher and psychologist) who will convene to:

- 1. Review the student's academic achievement,
- 2. Develop a plan detailing specific learning goals that must be met in accordance with a specified timeline, or
- 3. Evaluate the attainment of predetermined learning goals.

Parents or guardians will be invited to attend meetings and participate in discussion pertaining to their child's academic performance. A written report regarding the final recommendation (promotion, conditional promotion [limited term retention or temporary, alternative program placement] or retention) will be provided for the parents and filed in the student's records OR Academic competency is demonstrated by the student through other avenues such as tutorial assistance, summer school or individualized learning plans.

# Policy

BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT

STUDENTS  
5410.02 / Page 2 of 3

## **Criteria for Promotion from 8<sup>th</sup> to 9<sup>th</sup> Grade is as follows:**

The promotion of students shall be the responsibility of the student, professional staff, administration, guidance counselor, and the student's parent(s)/guardian. Promotion from grade to grade within the middle school and from the middle school to the high school is determined on the basis of academic achievement represented by successful completion of all subject areas. This may be achieved through the course of the school year or through the Accountability/Remediation Program.

The student must achieve:

- A. Basic competency on the Wisconsin Forward Exam in Language Arts, Math, Science and Social Science
- B. A proficiency level of at least 'Near Mastery' in all reported areas for both semesters of the 8<sup>th</sup> grade year.

In the event a student has not met both of the above:

- A. A recommendation to promote is required from professional staff and administrators who evaluate the student's achievement and take into consideration various factors that may affect academic performance OR
- B. Academic competency is demonstrated by the student through other avenues such as the Remediation/Accountability Program, individual education plans, or 504 plans.

## **Criteria for High School Graduation is as follows:**

The student must obtain:

- A. All required credits as specified in Hortonville Area School District's current Graduation Requirement Policy (Policy #5460)

In the event a student has not met the above,

- B. A recommendation to promote is required from the school's Intervention Team which consists of the high school principal, high school assistant principals, special education department representative (when appropriate), and high school counselors who review the student data file and teacher recommendations. In addition, the panel will take into account the following:
  - a) Academic competency is demonstrated by the student
  - b) Achievement of a cumulative grade point average of 2.0 ("C") in the required courses, OR
  - c) Sufficient progress in reaching the objectives established in the IEP.

If a student and his/her parent(s) wish to appeal the Intervention Team's decision, an appeal with the District Administrator will convene. After the hearing rational from both sides of the issue, a final decision is determined.

# Policy

**BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT**

**STUDENTS  
5410.02 / Page 3 of 3**

Related Policies:

#5410 Retention/Promotion

#5460 Graduation Requirements

#5460.03 Granting Credit for High School Level Courses Taught at the Middle School Level

#5410.01 Middle School Remediation/Accountability

# Policy

## TEACHER RECOMMENDATION FOR GRADUATION

Each recommendation needs to answer the first two questions below. Any additional comments are encouraged and should be involved with your responses. Please type your responses for the recommendation on a separate piece of paper and attach it to the sheet.

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

Name of Teacher Completing Recommendation: \_\_\_\_\_

Subject Area: \_\_\_\_\_

1. In your opinion has the student sufficiently shown evidence to justify graduating from Hortonville High School?

2. What is the rationale for your decision?

Any other comments?

# Policy

## Hortonville Area School District Graduation Policy Flowchart

Wisconsin State Statute – Section 118.30

Required Credits – **24 Credits or IEP Equivalent**

Academic Performance Review:

- The student must have a cumulative grade point average of 2.0 – C in the required courses, or
- Review of IEP academic goals shows sufficient \_\_\_\_\_?

Student graduates from high school or Student does not graduate from high school if not met

Student moves to Teacher Recommendation:

- The student presents letters of recommendations from a minimum of two (2) high school teachers, AND
- A Teacher Recommendation Panel, consisting of the Principal, Associate Principal, Special Education Director (when appropriate), Counselor, and a high school teacher

Student graduates from high school or Student does not graduate from high school per recommendation.

### APPEAL OF TEACHER RECOMMENDATION DECISION

A student and his/her parent(s) may appeal the Teacher Recommendation Panel's decision. An Appeals Panel, consisting of the District Administrator and the Board of Education will convene. After hearing rationale from both sides of the issue, a final decision is determined.