



ADVOCATES FOR CHILDREN

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HELP! MY CHILD IS IN THE 7th GRADE AND MIGHT NOT BE PROMOTED!

Seventh Graders will be left back if they do not achieve the NYC Promotion Standard on the designated English Language Arts exam. The promotion standard closely approximates a Proficiency Level 2 on the English Language Arts AND Mathematics exams

Below you will find information about students who may not be subject to the policy, and what you as a parent can do if you do not want your child held over.

Possible Exceptions to the New Promotion Standards

Students Receiving Special Education Services	
<p>Does your child have an IEP <i>WITHOUT</i> Modified Promotion Criteria? (To determine if your child has modified promotion criteria, look at page 9 of their IEP. The bottom section of the page has a box that should be checked if they are subject to standard criteria.)</p> <p>For the 2005-2006 school year, these students will be promoted based on MULTIPLE criteria:</p> <ol style="list-style-type: none"> 1) Meet the New York State Learning Standards for ELA as evidenced by student work, teacher observations, and assessments; 2) Meet the New York State Learning Standards for math as evidenced by student work, teacher observations, and assessments; 3) Attain 90% attendance. <p><u>Your child CAN be held back if they DO NOT meet 2 or more of these criteria</u></p>	<p>Does your child have an IEP <i>WITH</i> Modified Promotion Criteria? (To determine if your child has modified promotion criteria, look at page 9 of the IEP. The bottom section of the page has a box that should be checked if they are subject to modified criteria. Underneath the checked box you should find what criteria your child must meet for promotion.)</p> <p><u>These students will be promoted based on the criteria specified on their IEP.</u></p>

Students who are English Language Learners (ELL)	
<p>Is your child an ELL enrolled in an English Language School LESS than 2 years? <u>These students are exempt from the promotion policy and cannot be left back.</u></p> <hr/> <p>Is your child an ELL tested in English? <u>These students are not exempt from the promotion policy.</u> They must achieve the NYC Promotion Standard. The standard closely approximates a score of Proficiency Level 2 on the ELA Assessment.</p>	<p>Is your child an ELL exempt from testing in English? <i>(All ELL students in an English school for less than 3 years are exempt from testing in English, but students enrolled for more than 2 years are subject to promotion guidelines.)</i></p> <p>These students will be promoted based on MULTIPLE criteria:</p> <ol style="list-style-type: none"> 1) Perform satisfactorily in ESL literacy development OR meet NYS Learning Standards for ELA/ESL as determined by class work, teacher observation, and assessments; 2) Meet NYS Learning Standards in Math taught in student's native language and/or using ESL methodologies as determined by class work, teacher observation, or assessments; 3) Achieve satisfactory level of proficiency in English on the NYS English as Second Language Achievement Test; 4) Achieve NYC Promotion Standard on the Math Assessment; 5) Attain 90% attendance. <p><u>Your child CAN be held back if they DO NOT meet 2 or more of these criteria.</u></p>

AUTOMATIC REVIEW OF ALL STUDENTS SCORING AT LEVEL 1

All students who do not meet the NYC Promotion Standard (approximately a Proficiency Level 1 on the ELA assessment), will automatically have a portfolio of their work submitted by their teacher to the principal in June. Parents do not have to submit any request or personal appeal for this review.

The teacher, basing their judgment on the portfolio and their knowledge of the student, will indicate at which Level they think the student is performing.

The principal will review the portfolio and teacher assessments in June and recommend to the LIS or Community Superintendent who should be promoted to the 8th grade, despite their scores on the ELA assessment.

The Community Superintendent, who is located in the regional office, will make the final decision prior to the end of the school year.

What should be in the student portfolio?

- Writing samples
- Classwork
- Homework
- Teacher Observations
- ECLAS-2 performance (a standardized assessment used by the teacher)
- Level of reading from classroom libraries
- Any other documents and examples related to student performance and achievement

SUMMER SCHOOL

Students who do not achieve the NYC Promotion Standard (approximately a Level 2 on either the ELA assessment), and were not recommended for promotion, will not be promoted and will be recommended for summer school. Summer school is not mandatory but for students who did not achieve the NYC Promotion Standard not going to summer school may mean an automatic holdover.

At the end of the summer school session, students can retake the ELA assessment. The ELA exam will be given in August. Parents who do not opt to send their child to summer school can still have them retested along with the summer school students in August.

Students who retake exams in August and achieve the NYC Promotion Standard will be promoted to 8th grade.

Summer School Automatic Review:

As in June, all students who do not meet the NYC Promotion Standard on the ELA assessment will automatically have a portfolio of their work reviewed by the principal. Summer school work, teacher observations, and August assessment scores will be added to the portfolio previously submitted in June.

The principal will review the updated portfolio and assessments and recommend to the LIS or Community Superintendent who should be promoted to the 6th grade.

The LIS or Community Superintendent, who is located in the regional office, will make the final decision prior to the beginning of the school year.

PARENT APPEAL

Parents who do not believe that their child should be held over have the right to appeal the holdover decision. Appeals should be made in writing to the principal. However, for 7th grade parents, **appeals will not be considered until after the ELA test results are received in AUGUST.**

After receiving the appeal, the principal will make a recommendation based on the student's portfolio to the LIS or Community Superintendent. The Community Superintendent will make the final determination.

In order to ensure that the school receives your appeal:

- Mail it certified mail, return receipt requested. Make sure to keep a copy for yourself!
OR
- Hand deliver it to the school. Keep a copy for yourself and make sure to get it signed by the principal's office stating the date they received your letter of appeal.

GROUND FOR APPEAL

- **Failure to Properly Notify Parents.** A child **can** be held over even if the parents were not notified. Alone, this is not grounds for appeal, but can be discussed along with other grounds to make your argument for appeal stronger. Parents should be advised no later than the Fall parent-teacher conferences that their child is not meeting standards. Written notice should be sent home no later than February 15 if a child continues to be at-risk for meeting standards. Not less than 14 school days prior to the end of the school year, parents should be notified in writing of the June decision not to promote and to recommend summer school.
- **School's Failure to Provide Interventions to students At-Risk of Not Meeting Standards.** Again, a child **can** be held over regardless of a school's failure to provide interventions, but it can be included in your discussion of why your child should not be left back. Parents and teachers of children who are at-risk of not meeting standards should meet to discuss strategies and interventions that will help move them toward promotion. Also, students should receive the opportunity to attend summer school.
- **The Student is Exempt from Regular Promotion Standards.** English Language Learners who have been in English Language schools for less than 2 years cannot be held over. Students with special education needs who have an Individual Education Plan (IEP) should refer to their IEP to determine what standards they must meet for promotion. This is not limited to special education students in self-contained classes. It includes students who receive resource room, related services such as speech, etc.

When writing your letter be sure to discuss any of the above reasons that apply to your child, as well as any other reasons that you believe should be considered in your child's appeal.

If you would like more information or a copy of a sample letter please contact AFC. Call our hotline at 1-866-427-6033 (Mon-Thurs, 10AM-4PM).