



## WOODBURY LEADERSHIP ACADEMY

*Adopted: November 20, 2019*

*Revised: June 7, 2021*

*Board Approved: June 23, 2021*

### 510 Promotion/Retention Policy

#### I. PURPOSE

The primary goal at Woodbury Leadership Academy (WLA) in grades K-8 is for students to achieve solid levels of reading and math literacy, delivered through the Core Knowledge curriculum sequence. The purpose of this policy is to provide guidance to professional staff, parents, and students regarding student performance as it relates to grade level promotion and retention.

#### II. GENERAL STATEMENT OF POLICY

The goal at Woodbury Leadership Academy is to ensure that all students develop and maintain the educational foundations needed to advance through subsequent performance levels, according to Minnesota Academic Standards and the Core Knowledge curriculum sequence.

#### III. GUIDELINES

- A. Students are expected to meet the following criteria to be promoted to the next grade level. Not meeting the criteria may constitute grounds for retention.
  - a. Students in grades K-5 will be assessed three times by the classroom teacher throughout the school year to determine reading skill levels. Students should demonstrate reading skills, as measured by Reading A-Z, as follows:
    - i. Kindergarten: Students should demonstrate skills at or above Level C. Students in Kindergarten must also achieve 100% mastery of the phonograms taught.
    - ii. First Grade: Students should demonstrate skills at or above Level I
    - iii. Second Grade: Students should demonstrate skills at or above Level N
    - iv. Third Grade: Students should demonstrate skills at or above Level T
    - v. Fourth Grade: Students should demonstrate skills at or above Level W
    - vi. Fifth Grade: Students should demonstrate skills at or above Level Z
  - b. Students in grades six, seven and eight should demonstrate scores in reading and math that are at grade level or above, as measured by the NWEA MAP assessments which are facilitated in the fall and the spring. Also, students in grades six, seven and eight should demonstrate passing scores (“meets” or “exceeds”) on the MCA’s which are facilitated in the spring.
  - c. Age: Students must fall within the following age to be placed in a specific grade.
    - i. A student must be 5 years old by September 1st to enter Kindergarten.
    - ii. A student must be 6 years old by September 1st to enter First Grade.
    - iii. A student must be 7 years old by September 1st to enter Second Grade.



- d. Math Automaticity (math facts): Students must demonstrate math fact automaticity for their grade level by the end of the year.

NOTE: FPM = Facts Per Minutes

Grade	Addition	Subtraction	Multiplication	Division
<b>K</b>	Not tested	Not tested	Not tested	Not tested
<b>1</b>	Not timed to 9+9	Not timed to 18-9	Not tested	Not tested
<b>2</b>	20 FPM to 9+9	20 FPM to 18-9	15 FPM 0, 1, 2, 3, 4, 5, 10s (second semester)	Not tested
<b>3</b>	20 FPM to 9+9	20 FPM to 18-9	15 FPM to 9x9	15 FPM to $81 \div 9$
<b>4</b>	25 FPM to 10+10	25 FPM to 18-9	20 FPM to 12x12	18 FPM to $144 \div 12$
<b>5</b>	30 FPM to 10+10	30 FPM to 20-10	25 FPM to 12x12	25 FPM to $144 \div 12$
<b>6</b>	35 FPM to 12+12	35 FPM to 20-10	35 FPM to 12x12	35 FPM to $144 \div 12$

\* 1st Grade tests are limited to 15 min and number lines are not available during the third trimester

- B. Classroom Grades: students must receive a passing grade of 70% or above to be promoted to the next grade. This percentage is an average of all three trimesters. Students with a cumulative failing grade (F) at year-end in any two core classes, or three or more failing grades in all classes (including one or more core classes and specials and/or elective classes) will be considered for grade retention. Retention is the final decision of the WLA Response to Intervention (RtI) team, Executive Director, and classroom teachers, based on instructional staff input and student achievement data.

#### IV. NOTIFICATION

If retention is a possibility, parents will be notified in advance through phone communications with teachers, including face to face conversations, emails, phone calls, parent/teacher conferences, and/or mailings pertaining to grades and performance. The final determination for promotion to the next grade level will be made by administration and classroom teachers based on the above criteria. Special education students and students on 504 plans, with modified curriculum requirements will be considered according to their plan specifications.