

CONTENTS

Preface.....	v
Introduction	vi
I. General Procedures for Student Progression, Grades K - 12 and Adult	1
A. Overview	1
B. Secondary School Reform.....	2
C. Student Performance Standards	3
D. Entrance and Grade Placement Requirements	4
1. Age of Mandatory Attendance	4
2. Health Examination/Immunization.....	5
3. Kindergarten/Grade 1 Placement.....	5
a. Kindergarten Entrance	5
b. Grade 1 Entrance	5
c. Kindergarten/Grade 1 Promotion	6
4. Student Transfers Within the District	7
5. Student Transfers from Within the State, from Other States, Non- Public Schools, Home Education Programs, or Other Countries	7
a. Evaluating a Student's Record	7
b. Out-of-State Transfer Students	8
c. Out-of-Country Transfer Students	8
d. Transferring Exceptional Students	11
e. Students Transferring from Another State or a Foreign Country Who Enter Grade 11 or 12	11
6. Acceleration for High Achievement.....	12
7. Placement into an Extended School Year (ESY) Program for Students with Disabilities	12
E. Promotion and Retention Policies.....	12
1. Progress Monitoring Plan	12
2. Promotion.....	17
3. Retention.....	18
4. Retention of ELLs	19
5. Identification of Students Not Meeting Student Performance Levels.....	20
6. The Role of Teacher Judgment	20
7. Definition of Good Cause from Mandatory Retention in Grade 3	20
8. Request for Good Cause Exemptions.....	22
9. Alternative Education and Dropout Prevention Programs.....	22
10. Allocation of Resources	23
11. Parental Notification	23
a. Annual Reports to Parents and the Media	24
b. Title I School - Parent Involvement	24
c. Notification of Student Progress.....	25
d. The Three-year, 18-Credit Accelerated Graduation Option	27
e. Interim Progress Report	28

	f.	Notification to Parents of Students with Disabilities.....	29
	12.	Mid-Year Promotion, K-8.....	29
	13.	Optional Participation in Other Educational Opportunities	30
F.		Grading and Reporting Student Progress K-12 and Adult	31
	1.	Kindergarten	31
	2.	Grades 1-12	32
	a.	Academic Grades.....	33
	b.	Grading Students with Disabilities, K-12	37
	c.	Conduct Grades	38
	d.	Effort Grades.....	40
	3.	Preparing Report Cards	41
	4.	Report Card Comments	42
	5.	Rank in Class - Grade Point Average	44
G.		Special Provisions for English Language Learners	44
	1.	Meeting Performance Standards	44
	2.	Grading	45
	a.	Kindergarten.....	45
	b.	Grades 1-5	46
	c.	Grades 6-12	48
	3.	Grouping in ESOL.....	50
II.		Promotion and Placement in the Elementary School	52
	A.	Promotion, Placement, and Retention	52
	1.	Required Program of Study.....	52
	2.	Required Time for English Language Learners	55
	3.	Performance Expectations for Students in Grades K-5	56
	4.	Students with Substantial Deficiency in Reading Skills K-3	56
	5.	Reading Enhancement and Acceleration Development (READ) Initiative K-3	57
	B.	Activities Required Prior to Retention	58
	1.	Retention Determination Procedure.....	58
	2.	Retention Implementation Requirements.....	59
	C.	Successful Progression of Retained Third Grade Students	59
	D.	Intensive Acceleration Class for Retained Third Graders	60
	E.	Transitional Instructional Setting for Retained Third Graders	61
	F.	Student Performance Standards	61
	1.	Assessment, Evaluation, and Monitoring of Student Progress	61
	2.	Specific Levels of Performance	62
	3.	Specific Levels of Performance for Grade 3 Reading	62
	4.	Student Performance Standards, and Performance Levels, Grades K- 5.....	63
III.		Promotion and Placement in the Middle School.....	64
	A.	Promotion, Placement, and Retention	64
	B.	Required Program of Study	65
	1.	Required Courses for Students in Middle School	65
	2.	Middle School Interdisciplinary Teams.....	67
	3.	Language Arts/Reading/Mathematics Instruction	67
	4.	Required Topics of Study for Middle Grades	68
	5.	Elective Courses	68

6.	Establishment of Increased Requirements	69
7.	Senior High School Credit(s) for Students in Grades 6,7,8	69
8.	Mathematics and Science	70
C.	Student Performance Standards	70
D.	Summary - Promotion and Placement Requirements in the Middle School.....	71
E.	High School Accelerated Graduation Options	72
IV.	Promotion and Placement in the Senior High School and Adult Education Program.....	73
A.	Academic Achievement	73
B.	Promotion and Placement	74
C.	High School Graduation Programs	77
D.	Requirements for Graduation	78
1.	Graduation Options.....	79
2.	Explanatory Notes.....	80
E.	Testing Requirements for Graduation.....	84
F.	Grade Point Average Required for Graduation.....	88
G.	Community Service.....	88
H.	Computer Literacy	89
I.	Diplomas/Certificates.....	89
1.	Standard Diploma	89
2.	Superintendent's Diploma of Distinction	91
3.	International Baccalaureate Diploma/Advanced International Certificate of Education/International Studies Certificate	92
4.	Certificate of Completion.....	92
5.	CPT-Eligible Certificate of Completion	92
6.	Special Diploma	93
7.	Special Certificate of Completion	96
J.	Student Performance Standards	96
K.	Scheduling of Students.....	97
L.	Provisions for Acceleration	97
M.	The Adult High School Credit Program.....	100
N.	General Educational Development (GED) Program	102
O.	State University Entrance Requirements	103
P.	Florida Bright Futures Scholarship Program.....	104
V.	Appendices.....	107
A.	School Board Rule 6Gx13- 5B-1.04, Promotion, Placement, and Graduation --Grades K-12 and Adult	
B..	State Uniform Transfer of Middle and Senior High School Credits	
C..	Activities Associated with Elementary School Retention	
D..	An Academic Support Plan for K-3 Readers	
E..	Elements of a Semester System	
F..	Grading English Language Learners with Disabilities.....	
G..	Grading English Language Learners	
H..	Request for Waiver-Students with Incomplete Intervention Strategies.....	
I..	Waiver of Florida Comprehensive Assessment Test (FCAT) Graduation for Students with Disabilities	

- J.. Checklist for Procedures for Special Exemption from Graduation
Test Requirements for Students with Disabilities Seeking a
Standard High School Diploma.....
- K. Florida/Miami-Dade Virtual School Course Offerings
- L. Florida Bright Futures Scholarship Program
- M. Admission and Graduation Requirements for Students with
Disabilities at Post-Secondary Career Technical Centers - Guidelines
- N. Approved Elective Courses.....
- O. Same Second Language Proficiency
- P. Options for High School Seniors Who Have Not Passed the FCAT
- Q. Comparison of Individual Student Plans
- R. Attendance Implications.....

- VI. Summaries of State and District Requirements
Related to Student Progression.....
 - A. Florida Statutes.....
 - B. Florida Board of Education Administrative Rules.....
 - C. Miami-Dade County School Board Rules