**2023-2024 Pupil Progression Plan**

**Local Education Agency:**

**Glen Oaks Middle School-A Redesign School**

**(Zion City School-A Redesign School)**

**Background and Purpose**

Louisiana state law (R.S. 24.4) requires local education agencies (LEAs) to establish a comprehensive Pupil Progression Plan based on student performance on the Louisiana Educational Assessment Program with goals and objectives that are compatible with the Louisiana Competency-Based Education Program and which supplements the minimum standards approved by the State Board of Elementary and Secondary Education (BESE). **The plan shall address student placement and promotion** and shall require the student’s mastery of grade-appropriate skills before he or she can be recommended for promotion.

The law states that “particular emphasis shall be placed upon the student’s proficiency in grade- appropriate skills which may be considered in promotion and placement; however, each local school board shall establish a policy regarding student promotion and placement.” The law goes on to require the state Department of Education to establish, subject to the approval of BESE, the level of achievement on the fourth and eighth grade LEAP test⎯in mathematics, English language arts, science, and social studies⎯needed for students to advance to grades five and nine. BESE must also determine the nature and application of various intervention options to be used when students fail to meet the minimum academic standards approved by the board.

BESE established minimum standards in [*Bulletin 1566 – Pupil Progression Policies and Procedures*](https://www.doa.la.gov/media/i55fbddt/28v39.doc).

The purpose of this document is to assist LEAs in developing their required Pupil Progression Plan in accordance with applicable laws and regulations, and to codify LEA policies and procedures related to student placement and promotion. In each section of this document, language that conforms to applicable laws and regulations has been pre populated. Space is provided for LEAs to add any additional local policies and procedures that fulfill the mandate of the law and support students in acquiring proficiency in grade-appropriate skills. Once completed, submitted to the Louisiana Department of Education, and published locally, teachers shall determine promotion or placement of each student on an individual basis. LEAs may review promotion and placement decisions in order to ensure compliance with their established policy, and reviews may be initiated by a school’s governing body, the local superintendent, or a student’s parent or legal custodian.

Questions about this document should be directed to [PPP@La.Gov](mailto:PPP@La.Gov)

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# **Placement of students in kindergarten and grade 1**

**Kindergarten**

Beginning with the 2022-2023 school year, the parent or legal guardian of a child who resides in Louisiana and who is age five by September thirtieth of the calendar year in which the school year begins though eighteen shall send the child to a public or nonpublic school, as defined by R.S. 17:236, unless the child’s parent or legal guardian opted to defer enrollment of his child in kindergarten pursuant to R.S. 17:151.3 (D) or the child graduates from high school prior to his eighteenth birthday. A child below the age of five who legally enrolls in school shall also be subject to the provisions of this Subpart.

**Grade 1**

Any child admitted to kindergarten pursuant shall be eligible to enter first grade upon successful completion of kindergarten and shall have satisfactorily passed an academic readiness screening, provided all other applicable entrance requirements have been fulfilled.

The age at which a child may enter the first grade of any public school at the beginning of the public school session shall be six years on or before September thirtieth of the calendar year in which the school year begins.

Any child transferring into the first grade of a public school from another state and not meeting the requirements herein for kindergarten attendance shall be required to pass an academic readiness screening administered by the LEA prior to the time of enrollment for the first grade.

***In the space below, please describe any additional placement considerations or policies required by the LEA. Include the names of any required assessments and explain how results will be used.***

This LEA does not serve kindergarten or grade 1.

# **Promotion for students in kindergarten and grades 1, 2, 5, 6, and 7**

Teachers shall, on an individual basis, determine the promotion of each student according to the local Pupil Progression Plan. Particular emphasis shall be placed upon the student’s proficiency in grade-appropriate skills.

***In the space below, please describe the LEA’s policies and procedures that will be used to determine promotion for students in Kindergarten and Grades 1, 2, 5, 6, and 7.***

Sixth and 7th grade students will be promoted if they show proficiency through our Louisiana student standards program grade level standards. Student data will be tracked on the performance of grade level standards through the following methods: weekly assessments, quarterly assessments, academic grades, ST Math, Study Island, DIBELS, Panorama Ed, Schoolwide Writing Exams, and state testing data. The site-based Student Success Team (SST) will meet to determine if students will be promoted or if retention will be required for each student not meeting grade level standards. Students will be retained only once per grade level.

Students who have a IEP or 504 plan will be reviewed through the SST and School Level Building Committee (SBLC) team to see if promotion is appropriate.

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# **Promotion of students in grade 3**

Each LEA shall identify third grade students who have not met an acceptable level of performance that would enable them to successfully transition to the next grade level. Third grade students who have not met the acceptable level of performance may be retained or promoted, but in either case, shall be provided with an individual literacy plan that adheres to the following requirements:

* The school shall convene an in-person meeting with the student’s parent or legal custodian, all teachers of core academic subjects, and specialized support personnel, as needed, to review the student’s academic strengths and weaknesses relative to literacy, discuss any other relevant challenges, and formulate an individual academic improvement plan designed to assist the student in achieving proficiency in literacy. All participants shall sign the documented plan, using a template provided by the department, and shall meet to review progress at least once more before the next administration of the LEAP assessment.
* The student shall be provided with focused literacy interventions and supports based on the science of reading designed to improve foundational literacy.
* The student shall be identified as requiring an academic improvement plan in the state Student Information System (SIS).
* The student shall be afforded the opportunity to receive on-grade level instruction and focused literacy interventions based on the science of reading during the summer.
* Each LEA shall adopt a written policy pertaining to the development of the individual student literacy plan. This policy shall be included in the Pupil Progression Plan of the lEA and could include the following specific student supports: daily targeted small-group interventions, before and after school literacy intervention provided by a teacher or tutor with specialized literacy training, and at-home literacy programs that include literacy workshops for the parents and legal guardians of students and web-based or parent-guided home literacy activities.
* The Department may audit a random sampling of students identified as needing an individual academic improvement plan in each local education agency each year.

The LDOE will provide to each LEA a roster of third grade students who have been identified for the purposes of this section. Such a roster will assist the LEA in making final determinations relative to students’ required individual academic plans.

* The decision to retain a student as a result of his/her failure to achieve the standard on the LEAP shall be made by the LEA in accordance with this pupil progression plan.
* The individual literacy plan shall continue to be in effect until such time as the student achieves a score of “Basic” in each of the core academic subjects that initially led to the development of the student’s individual plan.

***In the space below, please describe any local policies or additional considerations used to determine promotion of students at the end of the third grade.***

This LEA does not serve 3rd grade students.

# **Promotion of students in grade 4**

Each LEA shall identify fourth grade students who have not met an acceptable level of performance that would enable them to successfully transition to the next grade level. Fourth grade students who have not met the acceptable level of performance may be retained or promoted, but in either case, shall be provided with an individual academic improvement plan that adheres to the following requirements:

* The school shall convene an in-person meeting with the student’s parent or legal custodian, all teachers of core academic subjects, and specialized support personnel, as needed, to review the student’s academic strengths and weaknesses, discuss any other relevant challenges, and formulate an individual academic improvement plan designed to assist the student in achieving proficiency in all core academic subjects. All participants shall sign the documented plan and meet to review progress at least once more before the next administration of the LEAP assessment.
* The student shall be provided with focused, on-grade level instructional support that is appropriate to the content area(s) in which the student has not yet achieved proficiency. Instruction shall be aligned with state academic content standards.
* The student shall be identified as requiring an academic improvement plan in the state Student Information System (SIS).
* The student shall be afforded the opportunity to receive grade-level instruction during the summer.
* Each LEA shall adopt a written policy pertaining to the development of individual academic improvement plans. This policy shall be included in the Pupil Progression Plan.
* The Department shall audit a random sampling of students identified as needing an individual academic improvement plan in each local education agency each year.

The LDOE will provide to each LEA a roster of fourth grade students who have scored below the “Basic” achievement level in at least two core academic subjects. Such a roster will assist the LEA in making final determinations relative to students’ required individual academic plans.

* The decision to retain a student as a result of his/her failure to achieve the standard on the LEAP shall be made by the LEA in accordance with this pupil progression plan.
* The individual academic improvement plan shall continue to be in effect until such time as the student achieves a score of “Basic” in each of the core academic subjects that initially led to the development of the student’s individual academic plan.

***In the space below, please describe any local policies or additional considerations used to determine promotion of students at the end of the fourth grade.***

This LEA does not serve 4th grade students.

# **Promotion and support of students in grade 8 and high school considerations**

**Regular Grade 8 Promotion**

Eighth grade students shall score at least at the “Basic” achievement level in either English language arts or mathematics and “Approaching Basic” in the other subject in order to be promoted to the ninth grade. Students who do not meet the promotion standard after taking the eighth grade state assessments may be placed on a high school campus in the transitional ninth grade. For any student who recently completed the eighth grade and is transferring into the LEA from another state or country, the LEA shall review the student’s academic record to determine appropriate placement in ninth grade or transitional ninth grade. Such placement shall occur no later than October 1 of each school year.

**Grade 8 Promotion Waivers**

An LEA, through its superintendent, may grant a waiver on behalf of individual students who are unable to participate in LEAP testing or unable to attend LEAP summer remediation, including summer remediation required for placement in transitional ninth grade, because of one or more of the following extenuating circumstances as verified through appropriate documentation:

* *Physical Illness―appropriate documentation must include verification that the student is under the medical care of a licensed physician for illness, injury, or a chronic physical condition that is acute or catastrophic in nature. Documentation must include a statement verifying that the illness, injury, or chronic physical condition exists to the extent that the student is unable to participate in remediation.*
* *Custody Issues*―certified copies of the court-ordered custody agreements must be submitted to the LEA at least ten school days prior to summer remediation

**Transitional 9th Grade**

Any first-time eighth grade student who does not meet the passing standard set forth in BESE Bulletin 1566, §703, and any student not eligible for any waiver pursuant to §707 of the bulletin, after completing summer remediation, may be placed on a high school campus in transitional ninth grade.

LEAs shall follow the guidelines set forth in §703 to determine, based on evidence of student learning, whether eighth grade students may be promoted to the ninth grade or placed on a high school campus in transitional ninth grade. The percentage of an LEA’s eighth graders placed in transitional ninth grade is expected to remain stable over time. In the event that the percentage of an LEA’s eighth graders placed in transitional ninth gradeexceeds the percentage of eighth graders in that LEA eligible for transitional ninth grade at the conclusion of the prior school year, the local superintendent of that LEA shall provide a written justification to the state superintendent.

The initial decision to place a student in the transitional ninth grade or to retain a student in the eighth grade shall be made by the school in which the student is enrolled in the eighth grade, in consultation with the student’s parents.

The LEA shall admit transitional ninth grade students, subject to any admissions requirements approved by the school’s governing authority or charter authorizer.

For any student who recently completed the eighth grade from another state or country and is transferring into the LEA after summer remediation has taken place, the LEA shall review the student’s academic record to determine appropriate placement in ninth grade or transitional ninth grade. Students placed in the transitional ninth grade shall complete the remediation program offered by the LEA. Such placement shall occur no later than October 1 of each school year.

After one full year of transitional ninth grade, students shall be included in the ninth grade graduation cohort for high school accountability purposes.

Students enrolled in transitional ninth grade shall receive appropriate academic supports in any subjects in which they did not score at or above proficient, as determined by BESE. A plan outlining such academic supports shall be included in the student’s individual graduation plan (IGP). Progress pursuant to such specified academic supports shall be reviewed at least once throughout the school year in order to determine effectiveness and any needed adjustments.

***In the space below, please*** ***describe any local policies or additional considerations used to determine promotion of students at the end of the eighth grade.***

During the academic year, students will be monitored through weekly and quarterly assessments. Based on their student work, 8th grade promotion to transitional 9th grade or traditional 9th grade will be determined. Glen Oaks Middle is only authorized to provide instruction from grade level 6th-8th. We are not authorized to offer 9th grade courses or credits.

**High school promotion and transition considerations**

**Instructional Minutes**: When awarding credit based on instructional time, LEAs shall provide a minimum of 7,965 instructional minutes for one Carnegie credit, and students shall be in attendance for a minimum of 7,515 minutes. In order to grant one-half Carnegie credit, LEAs shall provide a minimum of 3,983 instructional minutes, and students shall be in attendance for a minimum of 3,758 minutes.

**Individual Graduation Planning**: By the end of the eighth grade, every student (with the assistance of his parent or other legal custodian and school guidance personnel, counselor) or IEP team (when applicable) shall begin to develop an [Individual Graduation Plan](http://www.louisianabelieves.com/docs/counselor-toolbox-resources/individual-graduation-plan-(blank).pdf?sfvrsn=2) (IGP). An IGP guides the next academic year's coursework, assisting students in exploring educational and career possibilities and in making appropriate secondary and postsecondary education decisions as part of an overall career/post secondary plan.

**Financial Aid Planning**: Louisiana requires public school students graduating spring 2018 and beyond to take one of the following steps as part of their Individual Graduation Plan:

* [**Complete the FAFSA**](https://fafsa.ed.gov/); or
* [**Complete the Louisiana TOPS form**](https://www.osfa.louisiana.gov/AwardSystem/faces/jsf/onlineApp/onlineAppFAFSA.jspx); or
* Certify a waiver in writing to the LEA (sample: [**non-participation LEA form**](http://www.louisianabelieves.com/docs/default-source/course-choice/fafsa-parental-opt-out.pdf?sfvrsn=2)/[**Letter**](http://www.louisianabelieves.com/docs/default-source/course-choice/parent-opt-letter.docx?sfvrsn=2)); or
* Receive a waiver through the district hardship waiver process.

**Early Graduation**: Each LEA shall develop an early graduation program allowing students to accelerate their academic progress, complete all state graduation requirements, and receive a high school diploma in less than four years.

* The early graduation program may include distance education (§2326), dual enrollment (§2327), and Carnegie credit and credit flexibility (§2314).
* LEAs shall not have any policies or requirements that would prevent students from graduating in less than four years.

**Credit Recovery Courses and Units**

1. Beginning in 2020-2021, the LEA credit recovery program and policy will be included in the local pupil progression plan submitted to LDE.
2. Students may earn a maximum of seven credit recovery units that may be applied towards diploma graduation requirements and no more than two Carnegie units annually. The school system must annually report to LDE the rationale for any student:
   1. receiving more than two credit recovery credits annually; and/or
   2. applying more than seven total credit recovery Carnegie units towards graduation requirements.
3. Students earning Carnegie credits in a credit recovery course must have previously taken and failed the field. Previously attempted coursework is considered an academic record and must be recorded on the official transcript.
4. Completed credit recovery courses must be recorded and clearly labeled on the official transcript.
5. Students enrolled in credit recovery courses are not required to meet the instructional minute requirements found in §333.A of this Part.
6. Credit recovery courses must be aligned with state content standards and include a standards aligned pre-assessment to identify unfinished learning and a standards aligned post-assessment to demonstrate course proficiency for content identified as non-proficient.
7. Credit recovery courses taught in a classroom setting using online courses designed for credit recovery must have an assigned certified Louisiana teacher of record or certified teacher of record recognized through a state reciprocity agreement facilitating the instruction.
8. The end-of-course exam weight in a student’s final grade determined by the LEA must be the same for a traditional course and a credit recovery course. Students who have previously passed the end-of-course exam, but have failed the course, may choose to retain the previous end-of-course exam score in lieu of participating in an additional administration of the exam.

**NCAA Update**

Nontraditional courses are taught online or through distance learning, hybrid/blended, independent study, individualized instruction, correspondence or similar means.

Generally, for a nontraditional course to count as an NCAA-approved core course, it must meet all of the following requirements:

* The course must meet all [requirements for an NCAA-approved core course](https://www.ncaa.org/sports/2014/10/6/core-courses.aspx).
* All students in the course must have regular instructor-led interaction for the purpose of instruction, evaluation and assistance for the duration of the course. This may include, for example, exchanging emails between the student and teacher, online chats, phone calls, feedback on assignments and the opportunity for the teacher to engage the student in individual or group instruction.
* The course must have a defined time period for completion. For example, it should be clear how long students are required to be enrolled and working in the course and how long a school would permit a student to work on a single nontraditional course.
* Student work (e.g., exams, papers, assignments) must be available for evaluation and validation.
* The course should be clearly identified as nontraditional on the student’s official high school transcript.

### A nontraditional course may not be approved for any of the following reasons:

### Does not have teacher-based instruction.

### Does not require regular and ongoing instructor-led interaction between the student and teacher.

### Does not require students to complete the entire course.

### Does not prepare students for four-year college class work.

### Does not have official student grade records.

### Does not meet NCAA core-course requirements.

*Note:* See Nontraditional Courses (NCAA Bylaw 14.3.1.2.2) for a [complete list of requirements](http://fs.ncaa.org/Docs/eligibility_center/HS/Nontrad_Requirements.pdf).

If a nontraditional course or program at your school/district has not yet been reviewed by the NCAA, please contact Eligibility Center Customer Service staff at 877-622-2321, 8:30 a.m. to 5:00 p.m. Eastern time Monday-Friday to begin the review process. For information on how COVID-19 has impacted nontraditional and online classes, visit [on.ncaa.com/COVID19\_Spring2023](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fon.ncaa.com%2FCOVID19_Spring2023&data=05%7C01%7CWebRequest%40ncaa.org%7C6dd2396a227041d291cb08db008a46c6%7C85a1e95666374b1db6eec72a59ee087f%7C0%7C0%7C638104366136765529%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=1jRkkoWbacSc0EQbeN1ZCFffM7l2UZYx4wEcfRvKNfY%3D&reserved=0).

### Credit recovery programs

Many high schools offer credit recovery or credit retrieval programs for students to receive credit for a course they previously failed.

These courses are also reviewed by the High School Review staff. For a credit recovery program to be approved, the courses must meet the following requirements:

1. The courses must meet NCAA core-course requirements and, in some instances, nontraditional course requirements.
2. The high school must follow its credit recovery policies, regardless if the student is an athlete. The Eligibility Center may request the high school’s policy, if necessary.
3. Repeated courses must be substantially comparable, qualitatively and quantitatively, to the previously attempted course.

**Information for school administrators**

If a nontraditional course or program at your school has not yet been reviewed by the NCAA, please contact the [NCAA Eligibility Center](https://web3.ncaa.org/ecwr3/) to begin the review process.

***In the space below, please describe any local policies or additional considerations used to ensure that online classes meet NCAA requirements.***

This LEA does not offer online classes, nor does it participate NCAA sports.

# **Placement of transfer students**

* The local school board shall establish written policies for the placement of students transferring from all other systems and home schooling programs (public, nonpublic, both in and out-of-state, and foreign countries).
* Students in grades 5 and 9 transferring to a public school from any in-state nonpublic school (state-approved and not seeking state approval), any approved home study program, or Louisiana resident transferring from any out-of-state school, shall be administered the English language arts and mathematics portions of the LEAP placement test. Students who have scored below the “basic” achievement level shall have placement and individual academic supports addressed in the same manner as non-transfer students in accordance with §701 and §703.
* Any child transferring into the first grade of a public school from out of state and not meeting the requirements for kindergarten attendance shall be required to pass an academic readiness screening administered by the school system prior to the time of enrollment for the first grade, in accordance with the state law.

***In the space below, please describe any additional considerations or local policies related to placement of transfer students.***

There are no additional considerations for this area.

# **Support for students**

**School year support**

* The LEA will develop an individual academic plan for each student identified in §701 of BESE Bulletin 1566 will outline the responsibilities of each party for students who have failed to achieve the standards by the end of fourth grade.
* The LEA will design and implement additional instructional strategies to move the students to grade-level proficiency by providing at least two of the following, which will be documented in the individual academic improvement plan:
  + The student is placed in the classroom of a teacher who has been rated “Highly Effective” pursuant to his/her most recent evaluation or has achieved a value-added rating of “Highly Effective” pursuant to his/her most recent evaluation, or has documented evidence derived from state summative assessments of improving the academic performance of students having individual academic improvement plans in the past.
  + The student completes summer remediation.
  + Additional instructional time is provided during or outside of the school day to expose the student to high-quality instruction. This will not result in a student being removed from English language arts, mathematics, science, or social studies courses.
  + The student is provided access to on grade-level instruction that is aligned to Louisiana State Standards, which may include some below grade-level content and support needed to address the student’s identified weaknesses.
  + Remediation programs used throughout the school day and school year will not account for more than 35 percent of total instructional minutes.

The LEA will offer, at no cost, extended, on-grade level instruction through summer remediation to students who did not take the spring LEAP tests or who failed to meet the standard set forth in §701 and §703 of BESE Bulletin 1566. The LEA will provide transportation to and from the assigned remediation summer site(s) from, at a minimum, a common pick-up point. Students with disabilities attending summer remediation will receive special support as needed.

**Summer remediation**

Pursuant to state law (R.S. 17:24.4), LEAs shall continue to offer summer remediation to any student not meeting promotion standards as determined by BESE. Summer remediation programs will meet all of the following requirements:

* Uses curriculum determined by the Louisiana Department of Education to fully align to Louisiana State Standards (Bulletin 141 – *Louisiana Standards for English Language Arts*, Bulletin 142 – *Louisiana Standards for Mathematics*, Bulletin 1962 – *Louisiana Science Content Standards*, and Bulletin 1964 – *Louisiana Social Studies Content Standards*).
* Utilizes teachers rated “Highly Effective” pursuant to the teacher’s most recent evaluation or have achieved a value-added rating of “Highly Effective” on the most recent evaluation.
* Limits remedial (below grade-level) instruction to only necessary and focused skills as identified from top-quality assessments and does not account for more than 35 percent of the total summer remediation instructional time.

**VIII. Support Standard for Grades Kindergarten-3**

* Beginning with the 2022-2023 school year and every year thereafter, each local education agency shall identify all students in kindergarten, first, second, and third grade who score below grade-level on the literacy assessment.
* The school shall notify the parents or legal custodian of students identified in writing regarding the student’s performance within 15 days of identification. Such notification shall  
  + Provide information on activities that can be done at home to support the student’s literacy proficiency.
  + Provide information about supports and interventions that will be provided by the school to support the student’s literacy proficiency.
  + Provide a timeline for updates as a result of progress monitoring that includes a middle-of-year and end-of-year update.
  + Provide information about the importance of being able to read proficiently by the end of the third grade.
  + The school shall provide mid-year and end-of-the-year updates to the parent or legal custodian of students identified in subsection A.

# **IX. Literacy Support Standard for Grades 3 and 4**

Beginning with the 2022-2023 school year, and continuing through the summer following the 2023-2024 school year, any student enrolled in third or fourth grade and scoring below grade-level on the end-of-the-year LDOE-approved literacy assessment shall receive a minimum of 30 hours of explicit literacy instruction inclusive of targeted interventions during the summer as set forth in §705 of BESE Bulletin 1566. The literacy instruction shall be based on the science of reading.

* No tuition or fees can be charged for the attendance of an eligible student, and transportation must be offered.

* Summer learning shall be provided by an LDOE-approved tutoring vendor or by a teacher who is enrolled in or has completed the required foundational literacy skills course required per LAC 28:CXV.509 and who has achieved a rating of “effective: proficient” or greater on the most recent evaluation.

* Students not participating in the required summer literacy interventions may be retained in the grade level during the subsequent school year. Such retention shall be included in each local pupil progression plan. A student qualifying for summer literacy interventions who fails to participate in the program but scored Basic or higher on the ELA portion of the most recent LEAP assessment may be promoted to the next grade level.

* The LEA may waive the state policy for students scoring below grade-level on the end-of-the-year LDOE-approved literacy assessment for students with an IEP at the discretion of the IEP team.

* Prior to retaining a student pursuant to this Section, a meeting of the SBLC committee may be called by the school or parent to determine whether retention or another option for additional student support is in the best interest of the student.

# **X. Promotion and placement of certain student populations**

**Students with disabilities**

* Students with disabilities attending summer remediation shall receive special supports as needed.
* IEP teams shall determine promotion to the next grade level for a student with a disability who fails to meet state or local established performance standards for the purposes of promotion. Such determination shall be made only if, in the school year immediately prior to each grade level in which the student would otherwise be required to demonstrate certain proficiency levels in order to advance to the next grade level, the student has not otherwise met the local requirements for promotion or has not scored at or above the basic achievement level on the English language arts or mathematics components of the required state assessment and at or above the approaching basic achievement level on the other (Bulletin 1530 §403).

**English** **learners**

* The requirements of Title VI of the Civil Rights Act of 1964 are as follows:
  + Establish procedures to identify language minority students.
  + Establish procedures to determine if language minority students are Limited English Proficient.
  + Establish procedures for age-appropriate placement and determine the specialized language services or program the district will use to address the linguistic and cultural needs of the Limited English Proficient student.
* Limited English Proficient (LEP) students shall participate in the statewide assessments pursuant to Bulletin 118. Increasing the expectations for the academic content that students must master in grades K-12 requires a parallel increase in expectations for English language acquisition.
  + Establish procedures to monitor former Limited English Proficient students for two years.
  + Ensure that no LEP student shall be retained solely because of limited English proficiency.

***In the space below, please describe any local policies or additional considerations related to***

***the promotion and placement of students with disabilities, English learners, or other student***

***populations.***

The Home Language Survey will be used to identify students who speak a language other than English in their home setting. The survey will be included in the district’s registration packet to survey registrants new to the district. Identification of EL status is determined at the school by teachers and school leadership and the student is recommended for evaluation. Identified students will be assessed in the four domains of language-listening, speaking, reading, and writing – upon entry into the district, using ELPS and ELDA annually to determine proficiency. Students who are Limited English Proficient (LEP) will be placed in age-appropriate grade-level classroom settings and will be provided language accommodations through small group instruction in general education classrooms and pull-out/push-in with the EL teacher.

Students access the Tier I curriculum with attention paid to the resources for EL instruction. They receive support from our ELL teacher, and their progress is monitored through standards-based benchmark assessments. Intervention is provided through weekly and quarterly action plans to students who are not displaying mastery of standards.

# **XI. Alternative education placements**

Alternative schools/programs serve students who are not succeeding in the traditional educational setting and offer a venue that aids in preventing these students from dropping out of school. Alternative schools/programs provide educational and other services to students who have a variety of behavioral and other needs that cannot be adequately met in a traditional school setting. (Refer to Bulletin 741, §2903 and Bulletin 131)

***In the space below, please describe the LEA’s policies for placement of students in an alternative program or school, including any promotion policies that may differ from what was provided above.***

Any student in grades 6-8 who has been expelled upon recommendation by the School Principal and approved by the Administrative Hearing Panel will be placed into Homebound Alternative Setting. Special education Students may also be placed on Homebound Instruction if the IEP Team Recommend Alternative Placement. Homebound Instruction will be delivered by a qualified teacher from the school or through online academic programming.

A student who is expelled shall remain under the Homebound arrangement for the term of the expulsion. Return to the school shall be dependent upon successful completion of the expulsion, including regular program attendance, passing grades, and acceptance conduct. Once a student has successfully completed his/her expulsion, s/he will return to the School. This return shall include a re-entry meeting with the Student, Parent(s), and School Administration.

Students with disabilities placed via an IEP site change shall remain in the alternative education setting for a minimum of 45 days. The IEP will determine length of stay unless there is a mandated stay due to drugs or weapons as deemed by state law.

# **XII. Due process related to student placement and promotion**

***In the space below, please describe the LEA’s due process procedures related to student placement for regular education students, students with disabilities having an Individualized Education Program plan, and students having an Individual Accommodation/Section 504 plan.***

Regular education students:

Decisions regarding student (promotion or retention) of general education students are made by the Student Success Team (SST) at each school site based on the criteria outlined in this Pupil Progression Plan. Parents, students, or staff who are in disagreement with the SST’s decision regarding placement, may request an appeal of the decision by: within 15 calendar days of written receipt of the school’s decision submitting a letter in writing to the Superintendent detailing their rationale for disagreeing with the school’s decision and providing any supporting documentation; a school committee shall convene to review all relevant data; within 15 calendar days of receipt of the written appeal request, the Superintendent will submit a written response to the complainant stating the actions taken and whether or not the school’s decision shall be overturned.

Students with disabilities:

The RSL Special Educational Procedural Manual describes the policy and procedures regarding placement decision for students with exceptionalities. Educational placements of students with disabilities ensure that the placement decision:

* is made by a group of informed individuals including the parents and persons knowledgeable about the student, evaluative data and placement options;
* is determined at least annually based on the current IEP and offered based on the school closest to the student’s home; and
* assigns the student to the school she/he would attend if non-disabled unless the IEP indicates the student’s disability requires another placement.

A parent’s *disagreement* with IEP services and/or placement as outlined on the IEP does not amount to a revocation of consent for services under IDEA. Even if the parent disagrees with services, all Redesign Schools Louisiana schools will implement the IEP and notify the parents of their rights to pursue resolution through the LDE’s complaint or due process procedures. A parent, adult student at any Redesign Schools Louisiana (RSL) schools may file a request for a Due Process Hearing on disputes related to the identification, evaluation, educational placement or provision of FAPE to a student with a disability. The request for Due Process must be filed within one year of the alleged violation of FAPE.

Due Process requests must be in writing and include the name of the student, home address, name of school, a description of the alleged violation, and a suggestion for remedy. A Due Process Hearing is not held until these requirements are met. If the Redesign Schools Louisiana school district believes the written request for Due Process does not meet these requirements, it notifies the hearing officer assigned by the LDE within 15 days. Once Redesign Schools Louisiana receives a request for Due Process, it responds in writing to the parent within 10 days with an explanation of the reasons for the Process. RSL schedules a meeting with the parents and relevant IEP Team members to discuss the parents’ reason for the Due Process Hearing Request.

The purpose of this meeting is to provide RSL an opportunity to resolve the dispute that is the basis for the Due Process Hearing Request. RSL then has 30 days to attempt to resolve the dispute to the satisfaction of the parents. If resolution is not achieved, the actual Due Process Hearing will proceed. During the Due Process Hearing, both the parents and RSL present documentation from their perspective positions relative to the complaint issues. The LDE appointed hearing officer determines if the student, for whom the Due Process Hearing Request was filed, received or was denied FAPE.

Decisions made by the hearing officer are considered final unless either the parent or RSL makes an appeal through a civil action in any State court of competent jurisdiction or in an RSL jurisdiction court of the United States. An appeal must be generated within 90 days from the date of the hearing officer’s decision.

Section 504 students:

Decisions regarding student placement (promotion or retention) of students with 504 plans are made by the 504 plan committee at each school site based on the criteria outlined in this Pupil Progression Plan and in conjunction with information outlined in the student’s 504 IAP. Parents, students, or staff who are in disagreement with the 504 committee’s decision regarding placement, may request an appeal of the decision by: within 15 calendar days of written receipt of the school’s decision submitting a letter in writing to the Associate Superintendent, detailing their rationale for disagreeing with the school’s decision and providing any supporting documentation; and within 15 calendar days of receipt of the written appeal request, the Director of School Services will submit a written response to the complainant stating the actions taken and whether or not the school’s decision shall be overturned.

# **III. Additional LEA policies related to student placement and promotion**

***In the space below, please describe any additional LEA policies related to student placement and promotion that have not been addressed in other sections of this document.***

RSL is committed to provide appropriate means for students of high academic ability to develop their potential. The provisions are as follows: The classroom teacher provides enrichment and acceleration for these students in regular classrooms. If the student continues to need a more challenging placement, the school administrator, school counselor, parent, student, or any currently assigned classroom teacher of the student will request screening and testing for gifted identification and services. Accelerated curriculum may be considered for eligible students through the SST process.

If a teacher or parent wishes to request a review of placement for accelerated purposes, they must submit a written request to the School Building Level Committee (SBLC) and/or Student Success Team (SST) for an initial recommendation as to whether it would be an advantage for the student to be promoted to a class at a higher grade level than the student’s normal placement. A Limited English Proficient (LEP) student must not be denied acceleration solely on the basis of English proficiency. Refer to Title IV, Civil Rights Act, 1964, 42 U.S.C. Section 200d and the Equal Educational Opportunity Act of 1974 20 U.S.C. Section 1703 (f). If upon convening and reviewing all pertinent information, the SST and/or SBLC determines that such acceleration options are advantageous for the student, then the following criteria must be met: the student must show documented mastery skills and concepts in math, reading, and other facets of language arts by these means: score at the 99 percentile on a standardized test administered by the Pupil Appraisal Department OR on the highest proficiency levels/ categories on state mandated assessments in English/language arts and mathematics in order to be eligible for SBLC and/or SST review.

The SBLC and/or SST which will consider possible acceleration options, may be composed of the following members: the classroom teacher, principal, counselor, a designee of the central office, Pupil Services Department staff, and the parent. Both parents are encouraged to attend the conference, but together they are considered as one member of the committee. The recommendations for acceleration options must be supported by a minimum of 75% of the committee and should be based on careful review of all the data and probable success of student adjustment.

1. Written informed consent must be obtained from parents or legal guardians for the proposed acceleration options.
2. No student will be considered for acceleration options more than (2) times total during the period of grades 1-8.
3. Review of placement for any proposed acceleration for the next school year must be indicated prior to the last grading period of the current school year.

# **XIV. LEA assurances and submission information**

Assurance is hereby made to the Louisiana Department of Education that this (insert name of LEA) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2023-2024 Pupil Progression Plan has been developed in compliance with all applicable federal and state laws and regulations. If any local policy outlined in this plan conflicts with federal or state laws or regulations, I understand that federal and state laws and regulations shall supersede the local policy.

Date approved by local school board or governing authority: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Superintendent Board President