

INSTRUCTIONAL PLACEMENT / ADVANCEMENT

- I. The Board of Education recognizes that the personal, social, physical, and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth.
- II. A student will be promoted to the succeeding grade/course level except 3rd, 4th, and 8th when the student has demonstrated one (1) or more of the following:
 - A. completed the requirements;
 - B. in the opinion of the professional staff, achieved the instructional objectives set for the present instructional level;
 - C. demonstrated sufficient proficiency in required district assessment to permit the move ahead in the educational program of the next instructional level;
 - D. met the criteria established by the State of Wisconsin.
- III. 4th and 8th Grade Advancement Requirements – according to state statute [118.33(6)] no student may be promoted from the fourth grade to the fifth grade or from the eighth grade to the ninth grade unless the student satisfies specific criteria for advancement as outlined in this policy. No student shall be promoted unless the student has satisfied the following criteria:
 - A. Students moving from 4th to 5th grade are to achieve each of the following:
 1. MATH – 2 or more of the following:
 - a. Score proficient or above on the Math section of the 4th grade Wisconsin Knowledge and Concepts exam
 - b. Proficient or above yearly average math grade
 - c. 4th Grade Math Test (Passing score- 80% or higher)
 2. READING – 2 or more of the following:
 - a. Score proficient or above on Reading section of the 4th Grade Wisconsin Knowledge and Concepts exam
 - b. Proficient or above yearly average reading grade
 - c. Alternate Reading Test

3. WRITING – 2 or more of the following:
 - a. Score proficient or above on the Language Arts portion or 3.5 or higher on the Writing test of the 4th Grade Wisconsin Knowledge and Concepts exam
 - b. Proficient or above yearly writing grade
 - c. Pass the District Writing Portfolio Review
 4. SOCIAL STUDIES – 1 or more of the following:
 - a. Proficient or above yearly average grade in social studies
 - b. Basic or above on Wisconsin Knowledge and Concepts exam Social Studies section
 5. SCIENCE – 1 or more of the following:
 - a. Proficient or above yearly average grade in science
 - b. Basic or above on Wisconsin Knowledge and Concepts exam Science section
 6. Students with disabilities shall participate in state-required testing, with appropriate accommodations and alternative assessments where necessary and as indicated in the student's individualized education program (IEP). Decisions regarding the testing of limited-English proficient (LEP) students shall be made on an individual basis in accordance with Board policy and established procedures.
 7. If all the above standards are met, the student will move to 5th grade.
 8. If any of the above standards are not met, there will be a review by a Child Study Team. Students not meeting the standards may receive:
 - a. Endorsement to move to 5th grade with a Plan of Improvement
 - b. No endorsement (do not move to 5th grade) with a Plan of Improvement for grade 4
- B. Student promotion from 8th to 9th grade will be based on the following:
1. No student may be promoted unless the student satisfies the District criteria for promotion outlined below. Criterion (a) and (b) will be considered first. When a student meets criteria (a) and (b), criterion (c) and (d) will not be considered. When a student does not meet criterion (b), then criterion (c) must be met for a student to be promoted. When a student does not meet criterion (a) and/or (c), then criterion (d) must be met for a student to be promoted.

- a. Students will attain an average grade of D- or above in each of the core subject areas (reading/language arts, mathematics, science, and social studies) in three of the four quarters at that grade level.
 - b. Students must attain a proficiency level of “basic” or above in four of the five subtests (reading, language arts, mathematics, science, and social studies) on the Wisconsin Knowledge and Concept Examination (WKCE) given at each grade level.
 - c. Students must attain an average grade of C- or above in the subtest area(s) in which the established proficiency level was not met during three of four quarters at that grade level.
 - d. Students must obtain recommendation from a team of educators who have based their written recommendation solely on the academic performance of the student. This team may be no smaller than three and must include the middle school principal, guidance counselor, and a teacher from the current grade level. The principal will select the teacher(s) to serve on the committee based on their knowledge of the student’s work in the subject area(s) of concern. The team may utilize classroom assessments, District assessments, standardized test results, summer school, and other applicable academic information to base their recommendation regarding student promotion or retention.
 2. Accommodations to the above requirements may be made for students with special needs or requirements, including students with disabilities and those with limited English proficiencies, consistent with state law and established District policies and procedures.
 3. The middle school principal will determine whether a student has satisfied the criteria of this policy. If a student has satisfied the above criteria, the student may be promoted at the end of their academic year. Parents/guardians may appeal student promotion decisions in writing to the Port Washington-Saukville School District Superintendent of Schools within 10 days of notification of the promotion decision. If necessary, further appeals must be made in writing within 10 days to the Port Washington-Saukville School District Board of Education.
- IV. The Administrative Council shall be responsible for the general supervision and management of the promotion of students under this policy. The principal shall determine whether a student has satisfied the criteria in the policy. Any questions regarding the principal's decision whether a student has satisfied the criteria in the policy shall be directed to the Superintendent and the Administrative Council.

Legal reference:

Sections 118.13, 118.24(2)(a) 118.33(6), 120.12(a), 120.44, Wis. Stats.

Cross reference:

Administrative Guideline 2260 – Complaint Procedures

Board Policy 2260 – Access to Equal Educational Opportunity

Board Policy 2460 – Special Education

Board Policy 2623 – Student Assessment

Board Policy 5420 – Reporting Student Progress

Adopted: 6/18/01

Revised: 1/20/03; 9/11/06; 12/10/07; 3/12/15

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us