



**MIDDLE SCHOOL**  
**STUDENT PROGRESSION PLAN**  
**(GRADES 6-8)**

**2009-2010**

## Required Public Notice (FS. 1008.25(8))

The Sarasota County District School Board will annually publish in the local newspaper, and report in writing to the Florida State Board of Education by September 1, the following information on the prior school year:

- The provision of section 1008.25(8)(b) relating to public school student progression and the district school board's policies and procedures on student retention and promotion.
- By grade, the number and percentage of all students in grades 3 through 10 performing at Levels 1 and 2 on the reading portion of the FCAT.
- By grade, the number and percentage of students retained in grades 3 through 10.
- Information of the total number of students who were promoted for good cause, by each category of good cause as specified in FS 1008.25(6)(b).
- Any revisions to the district board's policy on student retention and promotion from the prior year.

# TABLE OF CONTENTS

Preface.....	5
I. Middle School Promotion Requirements.....	6
A. Successful completion of courses.....	6
B. Career and Education Planning course.....	6
C. Required Parent Meeting.....	6
II. Required Remediation in Reading and Mathematics.....	6
A. Intensive Reading.....	6
B. Intensive/Integrated Mathematics.....	6
III. Grading System.....	7
A. Teacher authority.....	7
B. Grading Scale.....	7
C. Assignment of final grades.....	7
D. Student Work Habits and Effort.....	7
E. Teacher comments.....	8
F. Advisory / Character Education.....	8
G. Frequency of report card distribution.....	8
H. Danger of failure.....	8
I. Parent-teacher conferences.....	8
J. Grade review and changes.....	8
IV. Expected Student Performance Levels.....	9
A. Chart of grade level performance levels.....	9
V. Retention Grades 7 and 8.....	9
A. More than two failures.....	9
B. Two failures.....	9
C. One failure.....	9
D. Promotion to grade 9.....	9
E. LEP promotion / retention.....	10
F. Summer School in other districts.....	10
VI. Acceleration Policy.....	10
VII. Parent Notification.....	10
VIII. Progression for Limited English Proficient Students.....	10

IX.	High School Credit for Middle School.....	10
	A. Courses available.....	10
	B. Grade Forgiveness.....	11
	C. Awarding of Credit.....	11
X.	Transfers From Other Schools.....	11
	A. Foreign students.....	11
	B. Home Education.....	11
	C. Florida Virtual School.....	12
XI.	Students Rights for Instruction.....	13
	A. Equal Access.....	13
	B. ESOL.....	13
	C. Appropriate use of primary language.....	13
	D. Nondiscrimination.....	13
	E. Grievance.....	13

## PREFACE

The Student Progression Plan is designed to support the philosophy and goals of the Sarasota County District School Board as defined in Sarasota's vision of NeXt Generation Learning. The plan recognizes that students have unique characteristics, needs and learning styles. It addresses a number of areas including student progression, remediation alternatives, retention, assessment, and placement in special and alternative programs.

All Sarasota County School District Curriculum objectives for Middle School courses are aligned with the Sunshine State Standards. Proficiency in reading, writing, mathematics, and science is measured by the Florida Comprehensive Assessment Test (FCAT) and district assessments. Each school will offer courses of study and instruction that reflect the Sunshine State Standards in Grades 6-8 language arts, mathematics, science, social studies, foreign languages, health and physical education, the arts, and career-technical education. Instruction will address the skills and competencies that a student must master in order to be promoted from Middle School to High School.

**I. MIDDLE GRADES PROMOTION REQUIREMENTS (FS 1003.4156)**

- A. Promotion from middle school grades 6, 7, and 8 requires that a student must successfully complete the following academic courses:

<b>Grade</b>	<b>Required Courses</b>			
6	Language Arts	Math	Science	Social Studies
7	Language Arts	Math	Science	Social Studies/ Career Education and Planning
8	Language Arts	Math*	Science	Social Studies/ Civics

\*Each middle school will offer at least one high school mathematics course for which students may earn high school credit.

- B. The Career and Education Planning course is a required component of the Middle School Social Studies curriculum and will include online access to career planning options and tools. In grade 7, students will develop a personalized academic and career plan signed by student, teacher, and parent/guardian. In grade 8, the plan will be reviewed and updated by student and guidance counselor.
- C. Each middle school must conduct an annual parent meeting in the evening or on a weekend to inform parents about the course curriculum and activities. [FS 1003.4156(1)(a)1-5]

**II. REQUIRED REMEDIATION IN READING AND MATHEMATICS**

- A. Intensive Reading [FS 1003.4156(1)(b)]

For each year in which a student scores a Level 1 on FCAT Reading, the student must be enrolled in and complete an intensive reading course the following year. Placement of Level 2 readers in either an intensive reading course or a content area course in which reading strategies are delivered shall be determined by diagnosis of reading needs. All diagnostic, placement, progress monitoring, and reading program strategies will be conducted in accordance with the Sarasota K-12 Comprehensive Reading Plan as required by FS 1001.62(8).

- B. Intensive/Integrated Mathematics

For each year in which a student scores at Level 1 or 2 on FCAT Mathematics, the student must receive remediation the following year. This remediation requirement will either be integrated into the student's required mathematics course at the next grade level or the student will participate in an intensive math class.

### III. GRADING SYSTEM

- A. The teacher shall be the authority in assigning each student a grade.
- B. Evaluation of achievement will indicate progress toward the mastery of Sunshine State Standards. The grades reflecting achievement in academic courses in grades 6-8 with numerical equivalents shall be:

A	90-100%	4.0 GPA	Outstanding Progress
B	80-89%	3.0 GPA	Above average progress
C	70-79%	2.0 GPA	Average progress
D	60-69%	1.0 GPA	Lowest acceptable progress
F	0-59%	0.0 GPA	Failure
I	0%	0.0 GPA	Incomplete
N			No Grade

- C. The student's final grade in a course will be determined by quarterly academic grades and other relevant performance criteria (e.g., exams, projects and other demonstrations of mastery of Sunshine State Standards). Teachers have the responsibility to determine final grades using quarter grades and other evaluations as appropriate. (The final grade does not always reflect a simple average of quarter grades).
- D. Student Work Habits and Effort will be indicated by the following codes:

E	=	Excellent
G	=	Good
S	=	Satisfactory
N	=	Needs Improvement
U	=	Unsatisfactory
-	=	Not evaluated

These factors will be considered when evaluating student work habits and effort:

- Attends class regularly
  - Arrives to class on time
  - Comes prepared with required work tools
  - Completes assigned homework
  - Maintains an assigned notebook or other organization system
  - Is dressed appropriately
  - Participates in class work and discussions
  - Is motivated and organized
  - Shows an attitude of cooperation with teacher and fellow students
  - Is respectful of others' class participation and opportunities to learn
- E. Teacher comments on the report card shall be indicated through a coding system, and the report card shall contain a narrative explanation of the grading system.
- F. Advisory and Character Education programs are not evaluated using the district report card grading and work habits coding system.
- G. Report cards shall be issued four times during the school year. In addition, schools are required to issue mid-quarter progress reports to all students.
- H. Any time during a grading period that a student is in danger of failing, the teacher must make a documented contact with the parent by speaking with them on the phone, meeting in a conference, or sending written notification.
- I. Parent-teacher conferences shall be scheduled as requested by parents and/or teachers.
- J. Any parent or guardian, after consulting with the teacher, may request that the principal review any grade given a student at the end of a reporting period. However, such grade may not be changed or altered unless there is an apparent error in the grade calculation. If further appeal is requested, a review panel, as described in the SCTA/School Board of Sarasota County Instructional Bargaining Unit Agreement, will be charged to investigate and render a binding judgment.

#### IV. EXPECTED PERFORMANCE LEVELS

- A. Students in Florida and Sarasota County schools are expected to meet state and local performance standards as follows:

Grade Level	Reading Comprehension	Writing Assessment	Mathematics	Science
6	≥ Level 3 FCAT	≥3.5 Classroom/School Assessment	≥ Level 3 FCAT	
7	≥ Level 3 FCAT	≥3.5 Classroom/School Assessment	≥ Level 3 FCAT	
8	≥ Level 3 FCAT	≥3.5 FCAT Writing	≥ Level 3 FCAT	≥ Level 3 FCAT

#### V. RETENTION

- A. Students who fail *more than two* of the 4 core academic courses (language arts, mathematics, social studies, science) will be retained.
- B. Students in grade 6 or 7 who fail *two* of the 4 core academic courses **must** attend summer school to recover one of the courses or be retained.

Students in grade 6 or 7 may be conditionally promoted to the next grade upon successful completion of one failed course during summer school. These students are expected to be enrolled in course recovery for the second failed course during the next school year.

- C. Students who fail one core academic course may be conditionally promoted to the next grade. These students are expected to attend summer school to recover the course.
- D. 7<sup>th</sup> grade students must successfully complete all 6<sup>th</sup> grade core academic courses and if necessary comply with B and C above to be promoted to grade 8. **8<sup>th</sup> grade students must successfully complete all 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade core academic courses to be promoted to grade 9. Grade 8 students may not be promoted to grade 9 until they have successfully passed all 12 middle school core courses.**
- E. Conditionally promoted students in grade 7 or 8 who have not passed all courses of the previous grade must be passing all courses at the end of the 1<sup>st</sup> quarter to

remain at that grade level. Students failing one or more courses will be returned to previous grade.

- F. No promotion or retention decision may be made for any individual student classified as LEP solely on a score on any single assessment instrument, whether such assessment instrument is part of the statewide assessment program or of a formal district assessment process. A formal retention recommendation regarding a LEP student may be made through action of the school's LEP Committee.  
[SBER 6A-109421(6)]
- G. Students who attend academic summer school in other states or districts may be conditionally promoted based on transcripts or other data indicating that they have successfully completed remediation. This promotion will be validated through student performance in the first quarter of grade 7 or 8 through district and classroom assessments.

#### VI. ACCELERATION POLICY

- A. In isolated instances, a district level review committee must be formed to include the Executive Director of Middle Schools, Director of Curriculum and Instruction, and a Student Services representative.

#### VII. PARENT NOTIFICATION

- A. Annually, the school district shall provide a written report to parents/guardians of students' performance on each statewide assessment.

#### VIII. PROGRESSION FOR LIMITED ENGLISH PROFICIENCY STUDENTS

- D. As required by Florida Statute 1003.56, Sarasota District schools will provide LEP students with comprehensive instruction that is equal in amount, sequence, and scope as that provided to non-LEP students. The district will enroll LEP students who are reading below grade level in English and who score Level 1 or Level 2 on FCAT Reading in courses appropriate to their level of English proficiency and reading ability.
- E. Diagnostic, placement, progress monitoring and evaluation of LEP student performance in reading will be conducted as specified in the district's K-12 Comprehensive Reading Plan.

#### IX. HIGH SCHOOL CREDIT FOR MIDDLE SCHOOL

- F. Middle school students who meet criteria may be enrolled in Algebra I, Algebra I Honors, Geometry Honors, Spanish I, French I, or Speech I for high school credit. Credit will be awarded upon successful completion of these courses:

1. Algebra I Honors: Grade 7 or 8
2. Algebra I: Grade 8 only
3. Geometry Honors: Grade 8 only
4. Spanish I or French I: Grade 8 only
5. Speech I: Grade 8 only

- G. Based on Florida Statutes, section 1003.43(5)(e), middle school students who attempt Algebra I, Algebra I Honors, Geometry Honors, Spanish I, French I or Speech I for high school credit may repeat the same or a comparable course to replace a grade of “B”, “C”, “D”, or “F” through grade forgiveness. Any grade for a repeated course for credit will replace the former grade in GPA calculation; however, **all** course grades will still be documented on high school official academic transcripts, cumulative student records, and an automated system. In addition, grades from all courses taken must be included in the GPA calculation unless the grade has been forgiven by retaking the same or comparable course. Under local district policy, if retaking a course improves an “F” to a “D”, only the “D” will be calculated in the GPA. If a student earns the same letter grade twice for the same course, only ONE of the letter grades will be counted in the student’s GPA calculation.
- H. Students who drop a high school course are strongly encouraged to do so during the first grading quarter to avoid academic penalties. If students remain in a high school course(s) through the second grading quarter (first semester), the grade(s) and credit(s) earned **will be** added to the high school official academic transcript. Any student dropping a high school course will be returned to a comparable middle school level course. One semester of a high school math course will be considered partial fulfillment of the math course requirement for promotion from 8<sup>th</sup> to 9<sup>th</sup> grade.

## X. TRANSFERS FROM OTHER SCHOOLS

- I. Foreign students who are unable to obtain records from previous schools will be placed according to chronological age or last grade completed. The principal may review and make changes in placement based on the academic performance of the student during the first grading period. The principal is responsible for the final placement decision.
- J. Home Education [1002.41]
1. A “home education program” is the sequentially progressive instruction of a student directed by his or her parent in order to satisfy the attendance requirement of F.S. 1002.41, 1003.41, 1003.01(4), 1003.21(1), and 1002.01.

2. Parents must register home education students with the Sarasota County School District within 30 days of the establishment of the home education program.
3. Parents must provide written notice of termination to the Sarasota County School District within 30 days of the termination of a home education program.
4. Parents must maintain a portfolio of records, educational activities and materials. Portfolios are to be preserved for 2 years after re-entry into Sarasota County Schools and shall be made available for the district school superintendent, or the district school superintendent's designee, upon 15 days' written notice.
5. Parents shall provide for annual educational evaluations documenting that the student's educational progress is at a level commensurate with his or her ability.
6. A home education program shall be excluded from meeting the requirements of a school day.
7. Extra-Curricular Activities

Home education students may participate in Sarasota County School District interscholastic extra-curricular student activities at their zoned school. Home education students participating in an extra-curricular activity may attend the specific course required for participation in the activity.

#### K. Florida Virtual School

1. Students, including Home School students, may take middle school level courses offered through the Florida Virtual School each year.
2. Florida Virtual School courses shall be available to students after the normal school day or during summer school enrollment.
3. Students must be enrolled in a full schedule of courses at the Sarasota County School Board middle school in order to enroll in additional courses at Florida Virtual School.
4. Students requesting to take a course offered by Florida Virtual School must have parent approval. Students and their families must consult with the middle school counselor prior to applying to or enrolling in Florida Virtual School.
5. Schools must accept all academic grades and credits attempted and/or earned at Florida Virtual School. These grades will also be included in the calculation of the high school GPA for any high school courses taken at the middle school level. Grade forgiveness policies will apply to Florida Virtual School courses.
6. To avoid academic penalties, students must withdraw from courses based on deadlines set by Florida Virtual School.

## XI. STUDENT RIGHTS FOR INSTRUCTION

- L. All Sarasota School District classes shall be available to all students without regard to race, color, religion, sex, national origin, age, disability, marital status, or sexual orientation. This is not intended to eliminate the provision of programs designed to meet the needs of students with limited proficiency in English or exceptional education students (F.S. 1000.05).
- M. English for Speakers of Other Languages (ESOL) services are designed to meet the communicative, academic, and social needs of English Language Learners (ELL) as defined in F.S. 1003.56. Services will be provided as outlined the District LEP Plan. No ELL student will be retained solely due to a lack of English language proficiency.
- N. No student will be denied appropriate use of his/her primary language [F.S. 1003.56].
- O. Any student who believes that he/she has been denied participation in or access to an educational program or activity, or has otherwise been discriminated against due to age, sex, race, color, religion, national or ethnic origin, disability, handicapping condition, pregnancy, parenthood, marriage, political beliefs, social and family background, or for any other reason not related to his/her individual capabilities, may file a grievance according to the procedure established in School Board policy and published in the brochure entitled Policy Against Discrimination for Students, which may be accessed at: <http://www.sarasota.k12.fl.us/humres/forms/EquityBook-Student.pdf>
- P. In cases of alleged discrimination and/or harassment, nothing in this policy shall prohibit a student, applicant for admission to an educational program or service, or parent from pursuing a grievance through the complaint and/or grievance procedures as may be established by federal and/or state statutes or regulations. No student, applicant for admission to an educational program or service, parent, or employee shall be subject to adverse action in retaliation for having filed a grievance or for having testified, assisted, or participated in any manner in an investigation, proceeding, or hearing conducted under the authority of this policy.