

STUDENT ACCELERATION – ELEMENTARY

Students will normally progress through the grades on an annual basis. Exceptions to this progression will be made according to the following regulations. (Exceptions to this time line would be for students that did not begin the year in the school district.)

STEP I: The classroom teacher will inform their supervising Principal of any interest in possible acceleration of students. Parents/guardians shall also be notified at this time.

STEP II: The following information (A. – E.) will be gathered and presented to the supervising Principal.

- A. Identify in writing the specific skill strengths in subject areas and the enrichment activities utilized by the classroom teacher.
- B. Identify in writing the enrichment activities utilized by other than the classroom teacher and by prior teachers, if any.
- C. Test results and other statistics, including information from previous years.
- D. A brief summary of the fall parent-teacher conference.
- E. In addition to academic achievement and test results, the following criteria should be considered:
 - 1. School attendance and number of schools attended
 - 2. Physical maturity
 - 3. Student's age
 - 4. Siblings
 - 5. Previous retention
 - 6. Student's attitude toward school
 - 7. Work and study habits
 - 8. Interest and attitude
 - 9. Grade level of student.
 - 10. Social and emotional maturity

STEP III: The Principal will consider all the information that is available. He/she will reach a decision on whether further proceedings will take place and shall notify the School Board of this possibility. The Board decision shall then be forwarded to the teacher.

STEP IV: If the reply is negative, the teacher shall inform the parent. If the reply is affirmative, the next procedure will consist of the following:

- A. The child's progress and anecdotal records are reviewed with the parents.
- B. A battery of tests may be administered by the school psychologist prior to the conference.

STEP V: If after holding the parent conference, it is felt that further acceleration procedures are to take place, the following will be required:

- A. Resource personnel will be utilized, further test results obtained and necessary information gathered. This information will be shared with the Principal and the Board.
- B. At this meeting, a decision will be made as to whether to continue the acceleration process.
- C. This decision will be relayed to the parents.
- D. If the decision is in favor of acceleration, a final meeting with parents and the School Board will be scheduled.

STEP VI: The parents will be informed if the child will remain with his/her class one more year during which time:

- A. His/her teacher will make every effort to satisfy the educational needs of the student with enrichment and advanced activities.
- B. The school psychologist will hold several counseling sessions with the child and information discussions with the teacher.
- C. The teacher will keep the parents informed of the activities and evaluations through the use of regular and/or special conferences, special written or oral communications.
- D. The supervising Principal and School Board will be kept aware of the progress or lack thereof through regular and special meetings.

STEP VII: If at the end of the school year, there is a consensus of opinion of all involved, teacher, psychologist, parent, Principal, and School Board, the child will be permitted to accelerate one grade above their normal grade level the next year.

STEP VIII: It is recommended that, at the time of the decision, the teacher should inform the next year's teacher of the following:

- A. Strengths and weakness of the child.
- B. Types of materials must successfully used.
- C. Most successful mode of instruction.
- D. Methods of evaluation of the enrichment process.

STEP IX: During the next school year the following procedures will take place:

- A. Previous and present teachers, along with necessary resource personnel, will meet at the beginning of the school year to ensure appropriate placement and follow-up with students and parents.
- B. Prior to the fall parent teacher conference, the teacher will meet with the Principal to discuss the student's progress.

Adopted: July 9, 1985
Revised: December 9, 2003, May 12, 2014

Legal Administrative Code: PI 3.55 – 3.63
References: Wisconsin Statutes: 118.33 (6)
Federal: ESEA – No Child Left Behind Act