A.3.1 Mastery and Promotion

Grades K-3

Students in grades K-3 will promote to the next grade based on their academic achievement. CASA Academy will use grade-specific summative assessments to determine student achievement in academics.

A. Criteria For Grade Level Promotion

Grades K-3

Summative assessments will be conducted at the end of each unit. These assessments, over the course of the year, will cover all of the Arizona Common Core Standards and Arizona state standards for each particular grade level. Eighty-five percent is CASA Academy's indictor of mastery for core content. In order to move on to the next grade level, a student must score an 85% or above on all reading and math summative assessments 85% percent of the time over the course of the year. A passing score of 85% is counted for either the first common formative assessment given or the re-take assessment given 2-3 weeks after the initial test, once students have received intervention. If exceptions arise in regards to this policy, the ultimate retention decision will be made with consensus between the teacher, parent, and Academic Director.

Grade 3

In compliance with the *Arizona Move on When Reading* legislation, a student will "not be promoted from the third grade if the pupil obtains a score on the reading portion of the Arizona instrument to measure standards test, or a successor test, that demonstrates that the pupil's reading falls far below the third grade level."[1] Exceptions to this rule, in compliance with Arizona law, will be students with disabilities who have been previously been retained and English Language Learners who have received less than two years of English instruction.[2] For those third graders who are retained, interventions, in compliance with state law, will be provided. These strategies include a requirement that the pupil be assigned to a different teacher for reading instruction, online reading instruction, and intensive reading instruction that occurs before, during, or after the regular school day. The parent or guardian of the student, in compliance with state law, and the Academic Director and student's teacher will choose the "most appropriate intervention and remedial strategies" for the student.[3]

B. Process For Grade Level Promotion and Retention

Regular Communication

Throughout the school year, teachers will remain in close contact with parents about the progress of their children by sending home weekly trackers, communicating during bi-weekly phone calls, attending quarterly APTT meetings, and conducting one or two home visits during the year. In this way, parents will be regularly informed of their child's academic progress and standing.

Retention Process

[1] Arizona Department of Education
[2] Ibid
[3] Ibid

If a student is performing below the mastery level on reading and math assessments by January 1st, the student's teacher and the Academic Director will send a letter home indicating that the student is at risk for retention. This letter will also indicate the three most important ways in which a student's achievement can be brought back up to mastery-level. If, by February 1st, the student is still performing below mastery, the student's teacher, the Academic Director, and the student's parents will meet to discuss the student's progress and the possibility of retention if the student's mastery does not improve. In this meeting, student data will be reviewed and a step-by-step action plan will be created to ensure a student can accelerate to mastery on grade level standards by July 1st. This plan may include a signed attendance or behavioral contract for students and parents, specific activities parents can do at home with their child to increase achievement levels in reading and math, and increased participation in afterschool tutoring programs. This action plan will be reviewed at in-person meetings on a monthly basis until the student is performing at the level of mastery. If, by July 1st, the student is not performing at mastery in reading and math, the student will be retained, pending final approval by the student's teacher and the Academic Director.

Additionally, in order to comply with the *Arizona Move On When Reading Program*, all parents will be notified annually that a student who "is reading far below the third grade level will not be promoted from the third grade."[4] Parents will then be provided with a description of the current reading services provided to the student, a description of the intervention and remedial strategies for students with reading deficiencies, and parental strategies to assist students to attain reading proficiency.

[4] Arizona Department of Education