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Series 500 – Students

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505 STUDENT SCHOLASTIC ACHIEVEMENT

505.1 STUDENT PROGRESS REPORTS AND CONFERENCES

Students shall will receive a progress report at the end of each nine-week grading period. Students, who are doing poorly, and their parents, shall be are notified prior to the end of the semester in order to provide have an opportunity to improve their grade(s). The board encourages the notification of students who have made marked improvement prior to the end of the semester.

Parent-teacher conferences will be held twice annually at all grade levels to keep parents informed. Parent-teacher conferences are approved by the Board of Education upon adoption of the school calendar.

Parents, teachers, or principals may request a conference for students in grades kindergarten through twelve (K-12) in addition to the scheduled conference time. Parents and students are encouraged to discuss the student's progress or other matters with the student's teacher.

Legal Reference: Iowa Code §§ 256.11, 41; 280, 284.12.
281 I.A.C. 12.3(4), 12.3(6), .5(16).

Cross Reference: 505 Student Scholastic Achievement
506 Student Records

Approved 7/17/95

Reviewed 10/13/14

Revised 12/13/99

505.2 STUDENT PROMOTION - RETENTION - ACCELERATION

Students may will be promoted to the next grade level at the end of each school year based on the student's achievement, age, maturity, emotional stability, and social adjustment.

The district shall adhere to the following:

- **Retention/Promotion in kindergarten – eighth grade:** The retention of a student will be determined based upon the judgment of the ~~licensed employee and the principal~~ district's professional staff. When it becomes evident a student in grades kindergarten through eight (K-8) may be retained in a grade level for an additional year, the parents will be informed prior to making the retention decision. It is within the sole discretion of the district to retain students in their current grade level and to deny promotion to a student.
- **Retention/Promotion in ninth – twelfth grade:** Students in grades nine through twelve (9-12) will be informed of the required course work necessary to be promoted each year. When it becomes evident a student in these grades will be unable to meet the minimum credit requirements for the year, the student and parents will be informed. It is within the sole discretion of the district to retain students in their current grade level and to deny promotion to a student.
- **Acceleration in kindergarten – twelfth grade:** Students in grades kindergarten through twelve (K-12) with exceptional talents may, with the permission of the ~~building principal~~ superintendent and parents, request take classes beyond their current grade level suitable to their exceptional talents and shall receive appropriate credits/grades for course(s) taken in the K-12 education curriculum. ~~A student requesting to receive high school credit for a course, while a middle school student, must take the course in the appropriate high school class if student classroom space and schedule permit.~~ Enrichment opportunities outside the school district may be allowed when the same or similar curriculum or courses are they do not conflict with the school district's graduation requirements.
- **Retention or Acceleration in kindergarten – twelfth grade** may also occur in additional instances as provided within the ~~Central Lyon curriculum~~, by law.

Any student or parent who is not satisfied with the decision of the district's professional staff may seek recourse through policy 502.4 – *Student Complaints and Grievances*.

Legal Reference: Iowa Code §§ 256.11, .41; 279.8.
281 I.A.C. 12.5(16).

Cross Reference: 501 Student Attendance
505 Student Scholastic Achievement
603.2 Summer School Instruction

Approved 2/10/97

Reviewed 10/13/14

Revised 10/12/09

505.3 STUDENT HONORS AND AWARDS

The school district will provide a program that establishes honors and awards including, but not limited to, academic letters, scholarships and good citizenship awards for students to assist students in setting goals. Students ~~will be~~ are made aware of honors and awards and the action necessary on the part of the student to achieve them. ~~It is possible that students~~ Students who have not attended the Central Lyon school district for their entire education or have not attended an accredited public or private school for their entire high school education, will not be eligible for honors and awards.

~~It shall be~~ is the responsibility of the superintendent to develop the administrative regulations regarding this policy.

Legal Reference: Iowa Code § 279.8 (2013).

Cross Reference: 504 Student Activities
505 Student Scholastic Achievement

Approved 7/17/95

Reviewed 10/13/14

Revised 7/17/95

505.4 TESTING PROGRAM

A comprehensive testing program is established and maintained to evaluate the education program of the school district and to assist in providing guidance or counseling services to students and their families.

No student is required, as part of any applicable program, funded by the United States Department of Education, to submit to a survey, analysis or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or student's parent;
- mental or psychological problems of the student or the student's family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;
- critical appraisals of other individuals with whom respondents have close family relationships;
- legally recognized, privileged and analogous relationships, such as those of lawyers, physicians and ministers;
- religious practices, affiliations or beliefs of the student or student's parent; or
- income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program);

without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

It is the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

It is the responsibility of the board to review and approve the evaluation and testing program.

Legal Reference: 20 U.S.C. § 1232h
Iowa Code §§ 280.3

Cross Reference: 505 Student Scholastic Achievement
506 Student Records
607.2 Student Health Services

Approved 7/14/02

Reviewed 1/9/17

Revised 1/9/17

505.6 EARLY GRADUATION

Generally, students will be required to complete the necessary course work and graduate from high school at the end of grade twelve (12). Students may graduate prior to this time if they meet the minimum graduation requirements stated in board policy.

A student who graduates early will no longer be considered a student and will become an alumnus of the school district. However, the student who graduates early may participate in commencement exercises.

Central Lyon School Board does not have the authority to limit when a student may graduate early. Students can graduate early whenever they meet the Central Lyon School District's school district's graduation requirements. ~~When~~ It is recommended that when a student requests graduates early graduation, the student will receive either gets the diploma or a notice from the school district that the student has graduated, if the student applies at least two (2) weeks prior to the beginning of the next semester. Early graduates may attend ~~prom and commencement~~, but may not participate in other extracurricular activities.

Forms for early graduation will be submitted in a timely fashion.

Legal Reference: Iowa Code §§ 279.8; 280.3 (2013).
281 I.A.C. 12.2; .5; 12.3(5)

Cross Reference: 505 Student Scholastic Achievement

Approved 7/17/95

Reviewed 10/13/14

Revised 7/17/95

505.7 COMMENCEMENT

Students who have met the requirements for graduation will be allowed to participate in the commencement proceedings provided they abide by the proceedings organized by the school district. Students who have not met the requirements for graduation may not be allowed to participate in the commencement proceedings. ~~It shall be~~ It is the responsibility of the principal to solicit input from each graduating class regarding the proceedings for their commencement.

Failure of a student to participate in commencement ~~shall~~ will not be a reason for withholding the student's final progress report or diploma certifying the student's completion of high school.

Students that have met the requirements for a Central Lyon Alternative School diploma may participate in Commencement.

Legal Reference: Iowa Code §§ 279.8; 280.3 (2013).
281 I.A.C. 12.5.

Cross Reference: 505 Student Scholastic Achievement

Approved 7/17/95

Reviewed 10/13/14

Revised 10/12/09

505.8 PARENT AND FAMILY ENGAGEMENT

Parent and family engagement is an important component in a student's success in school. The board encourages parents and families to become involved in their child's education to ensure the child's academic success. In order to facilitate parent and family involvement, it is the goal of the district to conduct outreach and implement programs, activities and procedures to further involve parents and families with the academic success of their students. The board will:

1. Parents are given assistance in understanding the Title I requirements, standards, and assessments through open house, parent-teacher conferences, district newsletter, School Improvement Advisory Committee (SIAC), and when new families enroll. The jointly developed policy is distributed to parents of participating children in English or other language as needed.
2. An annual meeting is held for all parents of participating children to discuss the Title I program during the fall open house. Parents will be notified by the JMC online notification system, the school calendar, and district newsletter.
3. Parents are given assistance in understanding the requirements of the Title I program and law. They are informed about the curriculum, instructional objectives, assessments, and methods used in the program.
4. Parent recommendations are encouraged and responded to in a timely manner. Written responses are given considering these recommendations.
5. Parents will be involved with the planning, review, and improvement of the elementary programs. The School Improvement Advisory Committee (SIAC) meets to discuss the programs. If the elementary program is not satisfactory to the parents, they may submit comments to the SIAC committee, superintendent or elementary principal. A community survey and a Title I parent survey are sent out annually.
6. The parent/school compact outlines how parents, students, and all staff share responsibility for academic achievement. The compact also describes the partnership to help children achieve standards. It is distributed and signed with the permission slip at the beginning of the year and after the fall assessments.

The district shall involve parents in determining how to allocate reserved Title I funds in accordance with applicable laws.

The board will review this policy annually. The superintendent is responsible for notifying parents and families of this policy annually or within a reasonable time after it has been amended during the school year. The superintendent may develop an administrative process or procedures to implement this policy.

Legal References: 20 U.S.C. §6318

Cross References: 903.2 Community Resource Persons and Volunteers

Approved 12/16/02

Reviewed 10/13/14

Revised 11/18/19

505.8R1 PARENT AND FAMILY ENGAGEMENT REGULATION

To further the interests of student achievement, the superintendent will create necessary rules to engage parents and family members within the district in the following ways on a building-level basis:

1. **Policy Involvement:** The district will host an annual meeting and invite all parents to attend; and inform parents of their rights and the district's requirements under Title I. This meeting will also invite parents to become involved in the planning, review and improvement of a building policy and in developing the district plan. The district will inform parents of:
 - programs under this policy,
 - curriculum and assessment used for students,
 - the opportunity to meet with administration to participate in decisions related to their children's education,
 - a description and explanation of curriculum used in the school forms of academic assessment used to measure student progress, and
 - achievement levels of the challenging State academic standards.
2. **Accessibility:** Provide opportunities for informed participation of parents and family members in understandable formats and languages. This includes participation by parents and family members who may have disabilities, limited English proficiency, and migratory children. Offer a flexible number of meetings during the day, evening and weekends to facilitate parent involvement. The superintendent has discretion to allow schools to provide childcare for families of students during these meetings through Title I funds.
3. **High Student Academic Achievement:** Each school in the district will jointly develop with parents and family members a school-parent compact that outlines how parents, staff and students share responsibility for improving student academic achievement; and how a partnership will be built to achieve this. The compact will describe the responsibility of the school to provide high quality curriculum and instruction, and the parents' responsibility to support their children's learning. This will also address the importance of communication between schools and parents through parent teacher conferences, regular reports to parents on their children's progress, and ensuring regular meaningful communication between family and school staff.
4. **Building Capacity for Involvement:** Each school within the district will include in their plan ways to achieve the following:
 - Assist parents and families to understand topics including academic standards and assessments and how to monitor student progress;
 - Provide materials and training to help parents work with students to improve achievement;
 - Educate teachers and staff in how to communicate with parents and build ties to foster academic success;
 - Coordinate and integrate other federal, state and local programs to support parents in more fully participating in students' education;
 - Ensure information related to programs is sent to parents and families in understandable formats; and
 - Provide other reasonable support to encourage parental involvement
5. **Schools Operating a Schoolwide Program:** Each school operating a schoolwide program under this policy shall:
 - Involve parents on a timely and ongoing basis in the planning, review and improvement of programs, including the parent and family engagement school policy drafting and review, and the joint development of the schoolwide program.
 - If the schoolwide program plan is not satisfactory to the parents of the participating children, parent comments will be requested and submitted with the plan to the district.