

## **Daly Middle School Program for Academic Success (PAS)**

### 1. Grade Promotion Criteria for Seventh and Eighth Graders

Students are expected to pass all classes with a cumulative 2.0 grade point average (C average) for the school year. Students who repeatedly fail classes will be referred for grade retention. This includes promotion from eighth grade to ninth grade. The following Program for Academic Success (PAS) is established to help students who are not meeting the minimal academic standards set at Daly Middle School.

### 2. Success Plan

- a. After a 4.5 week grading period, students receiving an “F” in any class will have a grade alert notice mailed home, and a parent/teacher/counselor/student conference will be scheduled. At this time, a PAS will be developed. This will include participation in the Program for Academic Success Study (PASS) class.
- b. The PASS class will be required during the next 4.5 week grading period. PASS will be from 3:00 p.m. to 4:00 p.m. every Monday, Tuesday and Thursday when school is in session. (Alternative times may be considered, such as Saturday School, or 7:00 a.m. to 7:50 a.m. on Monday, Tuesday and Thursday.) Transportation home will be the responsibility of the family.
- c. After 4.5 weeks, students who successfully complete PASS class and have passing grades (D or better) will no longer be required to attend the PASS class.
- d. If students continue to earn F’s following a nine week grading period after attending two consecutive 4.5 week PASS classes, a parent/teacher/counselor/student/principal conference will be scheduled. This group will evaluate academic progress and discuss several options: risk of student retention, the loss of electives, study skills class or repeat failed classes.
- e. If a student continues to fail classes despite the PAS and other academic interventions, a retention letter will be sent home. The retention letter will request that the student repeat the current grade, including those classes in which academic failure was not remedied. Consideration will be given to those students who are on an Individual Education Plan as well as the age of the students. At age 16, alternative placement may be considered.

**GRADE ALERT NOTICE**  
Daly Middle School Program for Academic Success

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Dear Parent/Guardian of \_\_\_\_\_:

The teachers and staff at Daly Middle School are writing to notify you that your child is currently receiving an F in one or more of his/her classes.

As part of the Program for Academic Success, your child will be required to report to Program for Academic Success Study (PASS) class until the next grading period (4.5 weeks).

A parent/teacher/counselor/student/principal conference will be scheduled as soon as possible. At this conference, you and your child will participate in developing a Program for Academic Success. We will work to identify and target concerns which may be limiting your child's success in the classroom.

PASS class will be held Monday, Tuesday and Thursday from 3:00 p.m. to 4:00 p.m. when school is in session. A teacher, aide or peer-tutor will be available to guide and support the completion of your child's academic work.

You will be responsible for arranging transportation for your student at 4:00 p.m. when PASS class is in session.

If your child has achieved all passing grades in his/her classes at the next 4.5 week grading period, he/she will no longer be required to report to PASS class.

However, if your student is receiving an F in any class at the next 4.5 week grading period, he/she must continue to report to PASS class. At the end of every 4.5 week grading period, your child's grades will be reevaluated. If your child receives an "F" in one or more classes for the third consecutive grading period, a principal/teacher/counselor/parent/student conference will be scheduled to evaluate academic progress and the risk of student retention.

Thank you for supporting our efforts to provide a high quality education for your child. We look forward to seeing your child succeed! If you have questions or need more information about the PAS program, please contact the teacher or school principal at 947-2257.

Sincerely,

[Name]  
Daly Middle School Principal

**Sample Letter**

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Dear (parent or guardian):

After considerable professional deliberation regarding your child's academic progress at Daly Middle School, the recommendation has been made that \_\_\_\_\_ (student's name) remain in grade \_\_\_\_\_ for the upcoming year.

As discussed with you at previous meetings with staff, \_\_\_\_\_ (student's name)'s academic progress is not meeting the standards of expected achievement for this grade level. This significant deficiency may result in more serious learning difficulties in the future without the recommended retention in grade \_\_\_\_\_.

Please indicate your **support** or **non-support** of this recommendation below and return this form to the school no later than \_\_\_\_\_ (date).

- I support the recommendation** that my child remain in grade \_\_\_\_\_ for the upcoming school year.
- I do not support the recommendation** that my student remain in grade \_\_\_\_\_ for the upcoming school year and request that my child be placed in the next grade level. In requesting this placement, I voluntarily agree to assume all risks and/or liability associated with my decision. I voluntarily release the district, its employees, agents and representatives from all risk and/or liability associated with my decision.

Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Principal: \_\_\_\_\_

Date: \_\_\_\_\_

Student: \_\_\_\_\_

Date: \_\_\_\_\_

Counselor: \_\_\_\_\_

Date: \_\_\_\_\_