



**Responsible:** Office of Student Accounting

## **PURPOSE**

This administrative procedure shall describe and define protocols related to a middle school student's promotion to high school.

## **PROCEDURE**

1. Beginning with students entering ninth grade in the Fall of 2012, in order to be promoted to high school each student must have met the 90% attendance requirement and must have earned at least the following during the seventh and eighth grades:
  - a. Three semesters of English/Language Arts with a passing grade,
  - b. Three semesters of Math with a passing grade,
  - c. Two semesters of Social Studies with a passing grade, and
  - d. Two semesters of Science with a passing grade.
2. Two semesters of Math Support equals one semester of Math. No more than one of the three required semesters of math may be in math support.
3. The above semesters may be earned at a public or private junior high or middle school in- or out-of-state, at the Nevada youth training center or the Nevada girls training center, or during an approved summer school or extended day program. All middle school credits must be earned while a student is enrolled in either 7<sup>th</sup> or 8<sup>th</sup> grade (NAC 389.445).
4. Students entering ninth grade from an accredited home school program must provide to the enrolling school a signed "Verification and Affidavit" form (may be obtained from the Department of Accountability; Supplemental Credit; or the enrolling high school)(NAC 389.445).
5. A student with a disability who is enrolled in a special education program may be promoted to high school if his/her IEP provides for an exception to the above requirements for promotion.
6. The principals of both the receiving high school and sending middle school may design a program of remediation for the student who has not met the credit requirements for promotion and promote the student. The Area Superintendent of the Zone responsible for both schools must approve the remediation plan for the student.

7. Students retained in middle school due to failure to meet the 90% attendance requirement may use the appeal process or summer school to recapture the lost seat time and be promoted to high school. Students who are retained for failure to meet the 90% attendance rule will be retained for the entire school year.
8. Students who are retained because they have not met the academic requirements may matriculate to high school in the semester following the completion of the required credits.

### **DESIRED OUTCOMES**

1. This Administrative Procedure is designed to provide consistency throughout the district with regard to promotion to high school.

### **IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS**

1. This Administrative Procedure reflects the goals of the District's Strategic Plan.
2. This Administrative Procedure aligns with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) Chapter 388, System of Public Education, and specifically:
  - a. NAC 389.445 Required units of credit; pupils with disabilities; pupils who transfer between schools; recognition of certain programs of homeschool study.

### **REVIEW AND REPORTING**

1. This procedure and any accompanying documents will be reviewed annually.

### **REVISION HISTORY**

Date	Revision	Modification
07/2009	1.0	Adopted as Accepted Practice
02/01/2012	2.0	Revised:
01/03/2014	3.0	Revised: converted to Administrative Procedure