



Supplemental Retention Policy (Assembly Bill No. 104)

Cabrillo Point Academy is committed to making individual decisions on grade retention based on the long-term, best interest of the individual student. Staff is committed to helping all students realize their fullest potential, including remediation for students that are experiencing difficulty. To that end, retention may be appropriate for a student experiencing extreme academic difficulty or serious health or family emergencies. This document serves as a supplement to Cabrillo Point Academy's Promotion, Acceleration, and Retention Policy.

Pursuant to Assembly Bill No. 104, Cabrillo Point Academy will consider retention requests for those students who received deficient grades (D, F, or equivalent) in at least one half (1/2) of the student's coursework during the 2020-2021 academic year. The process for requesting retention based on the criteria provided in AB-104 is as follows:

Step	Timeline
1) Teacher or parent requests retention consideration for student. The parent or teacher must make this request in writing.	Teacher – By September 10 th , 2021 Parent – By September 10 th , 2021
2) The teacher and a Cabrillo Point Academy administrator will invite the parent and student for a retention consultation meeting, during which the teacher, administrator and parent/student will discuss the following available learning recovery options: **Available academic intervention and support programs pursuant to Education Code section 43520, <i>et seq.</i> , and the benefits of such programs. **Access to prior semester courses in which the pupil received a D or F letter grade in the 2020-21 academic year, some other form of credit recovery, or other support pursuant to Education Code section 51225. **Research on the effects of grade-level retention and the types of interventions and supports that have been shown to be beneficial to pupils.	Administrator – Within 30 calendar days of the parent's written request

It is the policy of the Charter School, pursuant to Education Code 220-221.1, that no person on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status or physical, mental, emotional or learning disability shall be discriminated against.

<p>**The student’s academic achievement data and any other information relevant to whether retention is in the student’s best interest, academically and socially.</p>	
<p>3) Team meets to make recommendations regarding grade placement of student for the remainder of the 2021-2022 school year: Factors: **Teacher Recommendation **Parent analysis **Grades **Test Data: Benchmark, SBAC, assessments **Cumulative Record</p>	<p>Academic Team – Within 5 calendar days of the consultation.</p>
<p>4) School Administrator makes decision and informs parent or guardian.</p>	<p>School Administrator – Within 10 calendar days of the consultation.</p>

Regardless of the retention decision, Cabrillo Point Academy will offer academic intervention and support programs to those students who request retention under AB-104.

Per AB-104, this supplemental retention policy will be valid only during the 2021-2022 school year.

Appeals and Parent Rights: Parents have the right to appeal a decision made by the Academic Team. If a parent wishes to appeal, they would complete the following steps:

- Appeal to School Administrator in writing within two (2) weeks of receiving the school’s decision.
- School Administrator responds within two (2) weeks.
- If not resolved, parents may appeal to the School Board at the next regularly scheduled board meeting.
- The School Board meets in a closed session and will send the parent or guardian a response in writing.
- The School Board’s decision is final.