

# How to help your child move up to the next grade after summer school

If CPS sent your child to summer school this year, how can you be sure he or she will be promoted to the next grade in the fall? Here's what must happen for your child to move up, according to the CPS promotion policy:

- **All summer school students** must have a passing grade in reading and math on the summer school report card, and no more than 3 unexcused absences.
- Summer student students **who scored below the 25<sup>th</sup> percentile** on the reading or math state test in the spring must **also** retake the state test in the area or areas where their spring scores were below the 25<sup>th</sup> percentile. To be promoted, they must score at the 25<sup>th</sup> percentile or above this time.
- There are other requirements for special education students, English language learners, and eighth grade students who did not meet the CPS cut score in writing. For the details, see the CPS promotion policy <http://policy.cps.k12.il.us/download.aspx?ID=45> as amended by this resolution in May 2012: [http://www.cps.edu/About\\_CPS/The\\_Board\\_of\\_Education/Documents/BoardActions/2012\\_05/12-0523-RS1.pdf](http://www.cps.edu/About_CPS/The_Board_of_Education/Documents/BoardActions/2012_05/12-0523-RS1.pdf)

## Parents' right to appeal

If CPS decides to retain your child – hold him or her back -- you have a right to appeal that decision.

- You will only have **FIVE** days to file your appeal after you are notified of the decision, so you need to be prepared.
- You must make your appeal in writing to the CPS Chief Education Officer, 125 S. Clark Street, 5<sup>th</sup> floor, Chicago IL 60603 fax: 773-553-1501. Ask for a review of your child's academic performance based on all available evidence.
- For this review, you may bring any additional information regarding your child that would justify waiving the requirements of the promotion policy.

**PURE has a tip sheet for parents with ideas for building a student portfolio** which you can use to present evidence of your child's abilities, progress, and challenges: <http://pureparents.org/data/files/partsofportfolio.pdf>

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