



**Excelsior Charter Schools**  
**Central Office:** 15505 Civic Drive  
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[www.excelsior.com](http://www.excelsior.com)

July 23, 2021

## **Assembly Bill 104 Supplemental Student Retention Policy**

For the 2021–22 academic year, **Excelsior Charter Schools** adopts this supplemental policy regarding the retention of pupils who, in the 2020–21 academic year, received deficient grades for at least one half (1/2) of the pupil’s coursework. This policy does not apply to pupils enrolled in grade 12 during the 2020–21 academic year.

A deficient grade is a D, F, a No Pass, or an equivalent as determined by the local educational agency.

Per this policy, a notice in substantially the following form shall be sent to all parents/guardians of students enrolled in the 2020-2021 school year.

*Dear Parent/Guardian,*

*Pursuant to the requirements of Assembly Bill 104, if your student(s) received a grade of D, F or No Pass in at least one half of the student’s coursework during the 2020-2021 school year, you are eligible to request that your student be retained in the same grade in the 2021-2022 school year. Students in grade 12 during the 2020-2021 school are not eligible.*

*To submit a request for retention, please submit a written request to receive an “AB 104 retention consultation” with school staff to:*

*Mr. Dale Lee, Director of Curriculum, Assessment, & Accountability  
daleL@excelsior.com*

The charter school shall, within 30 calendar days of receiving a written retention consultation request from a parent conduct the consultation with the parent, the pupil, an administrator and a teacher.

During this consultation, the parties must discuss and consider:

1. All available learning recovery options, including both of the following:
  - a. Specific interventions and supports pursuant to Ed. Code section 43520, et seq.;

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- b. 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 Ed. Code section 51225.
2. The pupil’s academic data and any other information relevant to whether retention is in the pupil’s best interests, academically and socially.
3. Research on the effects of pupil retention and the types of interventions and supports that have been shown to be beneficial to pupils.

For students with individualized education program, the IEP team must also make a determination that retention is consistent with the pupil’s individualized education program.

The charter school shall notify the parent/guardian of the retention decision within 10 calendar days of the retention consultation meeting.

If the decision is to not retain the pupil, the pupil will be offered:

1. Specific interventions and support pursuant to Ed. Code section 43520, et seq.; and,
2. 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 supports pursuant to Ed. Code section 51225.

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