

**Instruction**

**SUPPLEMENTAL INSTRUCTION**

The Board of Trustees recognized that high-quality supplemental instructional programs can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, and/or acquire critical skills.

**Required Supplemental Programs**

The District shall offer direct, systematic, and intensive supplemental instruction for:

1. Students in grades 2-9 who have been retained or recommended for retention pursuant to Education Code 48070.5. (Education Code 37252.2)
2. Students in grades 7-12 who do not demonstrate “sufficient progress” toward passing the state exit examination required for high school graduation in order to help them pass the examination. (Education Code 37252, 60851)

“Sufficient progress” shall be determined based on a student’s results on the state Standardized Testing and Reporting assessments and the minimum levels of proficiency recommended by the State Board of Education.

In addition, students who do not possess sufficient English language skills to be assessed shall be considered students who do not demonstrate sufficient progress towards passing the exit examination and shall receive supplemental instruction designed to help them succeed on the exit examination. (Education Code 37252)

3. Students who have not passed one or both parts of the exit exam by the end of grade 12, for up to two consecutive school years after the completion of grade 12 or until they have passed both parts of the exit exam, whichever comes first. (Education Code 37254)
4. Eligible students from low-income families whenever the district or a district school receiving federal Title I funds has been identified by the California Department of Education for program improvement for two or more years (20 USC 6316)

**Required Student Participation**

The Superintendent or designee may require participation in a supplemental instructional program for: (Education Code 37252.2, 37254.1)

1. Students in grades 7-12 who demonstrate insufficient progress toward the exit exam required for high school graduation pursuant to Education Code 37252
2. Students in grades 2-9 who are retained or recommended for retention pursuant to Education Code 37252.2

**SUPPLEMENTAL INSTRUCTION (continued)**

3. Students in grades 2-6 who are "at risk" of retention pursuant to Education Code 37252.8
4. Students in grades 2-6 who are deficient in mathematics, reading, or written expression pursuant to Education Code 37252.8
5. Students in grades K-12 participating in enrichment programs in core academic subjects pursuant to Education Code 37253

The Superintendent or designee shall obtain written parent/guardian consent for a student's participation in the supplemental instructional program.

- (cf. 5113.1 - Truancy)
- (cf. 5147 - Dropout Prevention)
- (cf. 5148.2 - Before/After School Programs)
- (cf. 5149 - At-Risk Students)
- (cf. 6011 - Academic Standards)
- (cf. 6146.1 - High School Graduation Requirements)
- (cf. 6146.5 - Elementary/Middle School Graduation Requirements)
- (cf. 6164.5 - Student Success Teams)
- (cf. 5123 - Promotion/Acceleration/Retention)
- (cf. 6162.52 - High School Exit Examination)
- (cf. 6162.51 – Standardized Testing and Reporting Program)
- (cf. 5121 - Grades/Evaluation of Student Achievement)
- (cf. 1312.4 – Williams Uniform Complaint Procedures)
- (cf. 0520.2 - Title I Program Improvement Schools)
- (cf. 0520.3 - Title I Program Improvement Districts)
- (cf. 6143 - Courses of Study)
- (cf. 6142.91 - Reading/Language Arts Instruction)
- (cf. 6174 - Education for English Language Learners)

Legal Reference:

**EDUCATION CODE**

- 1240 County Superintendent duties
- 35186 Williams Uniform Complaint Procedures
- 37200-37202 School calendar
- 37223 Weekend classes
- 37252-37254.1 Supplemental instruction
- 41505-41508 Pupil Retention Block Grant
- 42239 Supplemental instruction, apportionments
- 44259 Comprehensive reading program
- 46100 Length of school day
- 48070-48070.5 Promotion and retention
- 48200 Compulsory education
- 48985 Translation of notices

**SUPPLEMENTAL INSTRUCTION (continued)**

- 51210 Courses of study, elementary schools
- 51220 Courses of study, secondary schools
- 52378-52380 Supplemental School Counseling Program
- 60603 Definitions, core curriculum areas
- 60640-60648 Standardized Testing and Reporting Program
- 60850-60859 High school exit examination

**REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS**

- 52012 Establishment of school site council
- 52014-52015 School plans
- 53025-53031 Intensive reading instruction
- 53091-53094 Intensive algebra instruction

**CODE OF REGULATIONS, TITLE 5**

- 11470-11472 Summer school

**UNITED STATES CODE, TITLE 20**

- 6316 Program improvement schools and districts

Management Resources:

**CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE**

Implementation of Assembly Bill (AB) 347: requiring instruction and services for students who have not passed the exit exam but have met all other graduation requirements, October 26, 2007

**U.S. DEPARTMENT OF EDUCATION GUIDANCE**

Supplemental Educational Services, June 13, 2005

Creating Strong Supplemental Educational Services Programs, May 2004

**WEB SITES**

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

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Approved 10/12/05  
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## **Instruction**

### **SUPPLEMENTAL INSTRUCTION**

Supplemental Instruction programs shall be offered outside the regular school day. Such programs may be offered during the summer, before school, after school, on Saturday, and/or during intersessions. (Education Code 37252, 37252.2, 37252.8, 37253)

Priority for enrollment in supplemental instruction offered at a time other than Saturday shall be given to any student whose parent/guardian has informed the Superintendent or designee that the student is unable to attend a Saturday school program for religious reasons. (Education Code 37252, 37252.2, 37252.8, 37253)

### **Supplemental Instruction Based on Retention or Academic Deficiencies**

Students in grades 2-9 who have been retained or recommended for retention shall be eligible for supplemental instruction under the following circumstances: (Education Code 37252.2)

1. For the purposes of this program a student shall be considered to be enrolled in a grade immediately upon completion of the preceding grade.
2. Students who were enrolled in grade 6 or 9 during the prior school year shall be eligible for summer school instruction.

To the extent that the district provides supplemental instruction to students in grades 2-6 who are identified as being at risk of retention or as having deficiencies in mathematics, reading, or written expression, those students also shall be subject to the provisions set forth in items #1 and # 2 above. (Education Code 37252.8)

The Superintendent or designee shall seek the active involvement of parents/guardians and classroom teachers in the development and implementation of supplemental instructional programs. (Education Code 37252.2, 37252.8)

An intensive remedial program in reading or written expression shall, as needed, include instruction in phonemic awareness, systematic explicit phonics and decoding, word attack skills, spelling and vocabulary, explicit instruction of reading comprehension, writing, and study skills. (Education Code 37252.2, 37252.8)

### **Supplemental Instruction Based on Progress Toward Passing Exit Examination**

Students in grades 7-12 who do not demonstrate “sufficient progress” as defined in Board policy, toward passing the state exit examination required for high school graduation shall be eligible for supplemental instruction under the following circumstances: (Education Code 37252)

**SUPPLEMENTAL INSTRUCTION (continued)**

1. For the purposes of this program a student shall be considered to be enrolled in a grade immediately upon completion of the preceding grade.
2. Students who were enrolled in grade 12 during the prior school year shall be eligible for supplemental instructional programs.

The curriculum of the supplemental instruction program shall reflect state academic content standards to the extent that the district curriculum is aligned with those state standards, and shall be designed to assist students to succeed on the exit exam. (Education Code 60851)

**Supplemental Instruction Based on Failure to Pass Exit Exam by End of Grade 12**

Intensive instruction and services designed to help students pass the high school exit exam after they have failed to pass one or both parts of the exam by the end of grade 12 shall be provided as follows: (Education Code 37254)

1. Each eligible student shall receive an appropriate diagnostic assessment to identify his/her areas of need
2. Each student shall receive intensive instruction and services based on the results of the diagnostic assessment and his/her prior results on the exit exam.
3. The intensive instruction and services shall be based on strategies that are most likely to result in the student passing the part(s) of the exit exam that he/she has not yet passed and may include, but not be limited to:
  - a. Individual or small group instruction
  - b. The hiring of additional teachers
  - c. Purchasing, scoring, and reviewing diagnostic assessments
  - d. Counseling
  - e. Designing instruction to meet specific needs of eligible students
  - f. Appropriate teacher training to meet the needs of eligible students
  - g. Instruction in English language arts and/or mathematics that eligible students need in order to pass those parts of the exit exam not yet passed, including employing different intensive instruction and services aligned to the needs and circumstances of students who have not passed on or both

**SUPPLEMENTAL INSTRUCTION (continued)**

parts of the exit exam by the end of grade 12 compared to other district students in grade 12 with similar needs

- h. Instruction and services by a public or nonpublic entity as determined by the Superintendent or designee
4. English language learners shall have the opportunity to receive intensive instruction and services as described in item #2 above that also shall include services to improve English proficiency as needed to pass one or both parts of the exit exam not passed by the end of grade 12.

The intensive instruction and services may be provided during the regular school day provided that they do not supplant the student's instruction in the core curriculum areas defined in Education Code 60603 or physical education. Eligible students may receive intensive instruction and services on Saturdays, evenings, or at a time and location deemed appropriate by the Superintendent or designee in order to meet the needs of these students. (Education Code 37254)

The Superintendent or designee shall notify, in writing, all students who have not passed one or both parts of the exit exam by the end of grade 12, or the parents/guardians of such students if under age 18, of the availability of intensive instruction and services each term for the next two consecutive school years. Eligible students also shall be notified of their right to file a complaint regarding the intensive instruction and services in accordance with Education Code 35186 (Williams Uniform Complaint Procedures).

The notice shall include the name and phone number of a contact person designated by the Superintendent or designee who can assist students who have questions, concerns, or complaints regarding the availability of the additional instruction.

The notification shall be sent to the last known address before the end of each school term in sufficient time for eligible students to register for or avail themselves of those services. The notice shall also be posted in the school office, district office, and on the district's Internet web site, if any. (Education Code 37254)

- (cf. 5148.2- Before/After School Programs)
- (cf. 6111 - School Calendar)
- (cf. 6112 - School Day)
- (cf. 6176 - Weekend/Saturday Classes)
- (cf. 6177 - Summer School)
- (cf. 5123 - Promotion/Acceleration/Retention)
- (cf. 6142.91 - Reading/Language Arts Instruction)
- (cf. 6146.1 - High School Graduation Requirements)

**SUPPLEMENTAL INSTRUCTION (continued)**

- (cf. 6162.52 - High School Exit Examination)
- (cf. 6011 - Academic Standards)
- (cf. 4131 - Staff Development)
- (cf. 6174 – Education for English Language Learners)
- (cf. 1312.4 - Williams Uniform Complaint Procedures)
- (cf. 5145.6 - Parental Notifications)
- (cf. 6164.2 - Guidance/Counseling Services)
- (cf. 1113 - District and School Web Sites)

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