



Lincolnshire-Prairie View School District 103

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<http://www.d103.org>

Administrative Procedure- Subject and Full Grade Level Acceleration

1. Grade level or subject level acceleration can be initiated by the principal, teacher, or parent/guardians. All requests for grade level or subject level acceleration should be directed to the building principal. Students will have to be enrolled in the district for six months before grade level acceleration will be considered.
2. Parents should submit a written request for grade level or subject level acceleration using the [District 103 Acceleration Request Form](#). Requests must be submitted by March 15th. The only exception to this deadline is for math subject level acceleration for grades 6,7, & 8.
3. After receipt of an acceleration request ability and achievement data will be reviewed by district staff. If a student has not taken the Cognitive Ability Test or the MAP Math or Reading test, the district will arrange for the assessments to be administered. District staff will use the guidance below to determine if a child study team will be established. The child study will be comprised of the current grade level teacher, a next grade level teacher, psychologist, school social worker, enrichment specialist, principal and parent. The purpose of the child study team will be to:
 - assess a student's readiness and motivation for acceleration
 - match the level, complexity, and pace of the curriculum to a student to achieve the best type of academic acceleration for that student.

Ability and Achievement Guidance

- Acceleration may be appropriate for students who are performing at or above the 80th local percentile on ability and achievement assessments in the subjects and in the grade level in which acceleration is sought.

District staff will inform the requesting party of the decision whether or not to initiate a child study team for the purpose of acceleration consideration. If the requesting party disagrees with the decision, an appeal may be sent to the District Superintendent.

4. If a child study team is initiated, the school psychologist and building principal will review the district acceleration procedures with staff and/or parent(s) and obtain written consent to administer additional assessments.
5. The Iowa Acceleration Scale will be utilized by the child study team to evaluate the appropriateness of academic acceleration after required assessment measures have been administered.

6. The child study team will meet to discuss the Iowa Acceleration Scale and make a decision regarding placement for the upcoming school year.
7. If grade level or subject acceleration is recommended, a plan for class placement and transition considerations will be developed. The plan shall specify:
 - placement of the student in an accelerated setting
 - strategies to support a successful transition to the accelerated setting
 - how the placement alters the student's ability to access classes at the middle school and high school prior to his or her peers
 - required meetings with the school counselor for social and emotional support
 - how this may impact eligibility at the middle school or high school for activities

To assure the student is being successful, a follow up meeting will take place 6 -8 weeks into the start of the school year with parent(s)/guardian(s) The building principal will be assigned to oversee the implementation of the plan, and to monitor the adjustment of the student to the accelerated setting. Parents will also understand that the plan is a guide.

If grade acceleration is NOT recommended:

- The building principal and building enrichment specialist will work with and support the classroom teacher(s) to ensure that the student is being appropriately challenged.
- If the requesting party disagrees with the decision, an appeal may be sent to the District Superintendent.