

## STUDENT PERSONNEL

Series 400

Policy Title . . . STUDENT PLACEMENT FROM PRIVATE INSTRUCTIONAL FACILITY Code No. 421.12

This policy is designed to assist the appropriate placement, through special assessment procedures, of a student who enters or re-enters the Burlington Area School District after being enrolled in a home-based educational program as defined in the Wisconsin Statutes for a period in excess of 90 days or enters from a private school educational program which is not sanctioned or approved by the State Department of Public Instruction, or the accrediting agency for the State or Country the school is located.

- a.) Any student who has been in attendance in a home-based private educational program or non-accredited school for a period of ninety (90) days or more who wishes to enter or re-enter the Burlington Area School District may be required to take an examination to establish grade placement.
- b.) The examination shall be determined and/or composed by the faculty teaching at the grade level to which the student aspires. It shall be composed of questions which test the student's knowledge of Language Arts (English), Mathematics, and Reading in grades one through five, with Science and Social Studies being incorporated into the test at all other grade levels. The test questions are to be general in nature and shall not be designed to exhibit expertise in any specific text or workbook. (If available, a standardized test may be used for this purpose if state and/or local norms are available for such test.)
- c.) Upon completion and correcting of the test, the student shall be placed at the grade level felt to be appropriate to his/her chronological age, knowledge, and/or social maturity by the testing faculty (or in the case of standardized tests by the state or local norms).
- d.) If the placement is made to the sophomore year (tenth grade) level or higher, five and one half (5½) credits shall be allowed toward high school graduation for each of the years below the grade level of placement. The numeric or alphabetic grade achieved on Pass/Fail grading on the entrance examination shall be that allowed for each of the credits given. This will allow the student to take his/her proper place in class rankings for college admittance, scholarships, etc. In the event that the student has attended a recognized and accredited public or private high school other than a home-based educational program, for single or multiple semesters or years, the credits earned at such school(s) shall be accepted as indicated for transfer students.
- e.) The examination shall be administered by the Principal or his/her designee of the school to which the student would normally be assigned.
- f.) Any further appeal of the placement shall be made to the School Board. The decision of the Board shall be considered as final by all parties.\*

\*Note: Appeals should be made to the school board, rather than the State Superintendent, since the State Superintendent does not have the express authority to act on such matters.

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Section 118.15 (4), 118.165 (1) (2), 120.0