



South Pasadena Middle School

"A California Distinguished School"

1500 Fair Oaks Avenue · South Pasadena, CA 91030
one: (626) 441-5830 · Fax: (626) 441-5835 · <https://spms.spusd.net>

• David T. Kubela
Principal

• Carlos
Kassam-Clay
Assistant Principal

December 5th, 2018

Dear Parents,

On the reverse side you will find South Pasadena Middle School's 8th grade Promotion Activities Policy (promotion activities and ceremony). Our goal is to make sure all students participate in promotion activities, however, we also want to communicate and maintain high academic and behavior standards for all students.

These promotion requirements were discussed with all students at an assembly at the beginning of the school year and at an additional assembly on Tuesday, December 4th. We want you to be fully aware of these policies as well.

Please review the information, sign the tear-off form at the bottom of this page, and return it to the main office. Your signature will confirm that you have read the policies and understand that your son/daughter will need to meet all requirements in order to move on to the next grade level, as well as participating in all promotion activities. **This document should be returned no later than Friday, December 7th, to your homeroom teacher.**

Sincerely,

Principal David Kubela
Assistant Principal Carlos Kassam-Clay
Counselor Diana Olivarez
Counselor Marcile Montoya
Counselor Sandra Jarrous
Counselor Kimberly Woo

-----TEAR-----HERE-----

I have read and discussed this letter with my parents or child, and we are aware of these expectations.

Homeroom Teacher: _____

Name of Parent:

Signature of Parent:

Date:

Name of Student:

Signature of Student:

Date:



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Below are the requirements for participating in promotion activities for the 2018-19 school year. These expectations are effective as of quarter 2 of the 2018-19 school year (quarter 1 will not be factored into the below criteria). Students in danger of not promoting or students who have not met the below requirements will receive reminders at the beginning of quarter 3 and quarter 4. Students who do not meet the criteria must fill out an appeal request form and turn in by the announced date during the 4th quarter (appeals will be considered if there are extraordinary or extenuating circumstances).

1. A student may not participate in promotion activities if he or she has more than four (4) "F" marks in the 8th grade during quarter marking periods, with no more than one (1) earned in the 4th quarter.
2. A student may not participate in promotion activities if he or she has more than four (4) Unsatisfactory (U) ratings for Citizenship during quarter marking periods, with no more than one (1) earned in the 4th quarter.
3. A student may not have more than one (1) suspension, either in-house or at home, as assigned by an administrator, with none in the 4th quarter; and no recorded behavior or attendance probation during Quarter 3 or 4.