

Promoting Students

If you are a high school that rolls-over in the spring, you can still put your SBLC Codes in at the end of school and roll-over a second time. Rolling-over again does not affect your schedules. They will not be erased.

Let's say you have an 8th grader that rolled over to your school in the spring and you entered a schedule for him/her. You then rollover in June after your school and the feeder school has entered their SBLC codes in. This student now has a "retained" code entered. The schedule will not be erased. You just will not be able to view it.

If the feeder school then decides that they will promote the student, because of passing LEAP or summer school, you would have to roll the student back over to your school. The schedule will then be re-attached to the student's record. You will not have to reenter it.

Below is a list of SBLC codes.

F Retained – Student not promoted	L Retained – Failure of State Testing – LEAP Grade 04	N Retained – Failed both academic and LEAP
T Retained – Failed to Pass Exit Exam (Seniors)	E Retained – Failed LEAP – Option 1 Elementary Grade 08	K Promoted – To grade 6 passed Coursework and LEAP
X Retained – Decision by School Committee-SBLC	H Retained – Failed LEAP – Option II HS Campus	M Promoted – To grade 5 without Basic/Approaching Basic on LEAP
B Retained – Due to Parental Request	G Promoted – Failed LEAP – Option III HS GED Path	R Promoted – To grade 5 passed Coursework and LEAP
V Retained – Due to Attendance Violation	O Promoted – Administrative Assignment	I Promoted – Placed with intervention
P Promoted – Placed by School Committee-SBLC	A Retained – Administrative Assignment	U Promoted – To next grade without achieving LEAP requirements
S Promoted – Pending Summer School	D Retained – Insufficient Carnegie Units (Seniors)	W Retained – Insufficient grade information to promote
Z Retained – Pending Summer School	Q Promoted – Promoted due to limited retention	Y Retained – PROMOTED TO NEXT OPTION 3 GED LEVEL
C Promoted – Pending Course Credit	J Retained – In Grade 8 on High School Campus	1 Retained – Failure of State Testing – LEAP Grade 08

To add an SBLC code to a student's record, you must first "pull up" the student's record. To do this, click on the "FIND1" button at the bottom of the Student Master screen.

Scroll down the list until you find the student that you are looking for.

Double-click on the student's name to view the record. Click inside the

SBLC Code field and choose the correct code. Click on "Save."