



# NEW VILLAGE GIRLS ACADEMY

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## **PARENT NOTIFICATION LETTER:**

### **ASSEMBLY BILL 104: RETENTION, GRADING, GRADUATION POLICIES**

Dear Parent(s)/Guardian(s):

On Thursday, July 1, 2021, Governor Newsom signed [Assembly Bill 104](#) into law. This letter contains important information on how this legislation may relate to your student. The bill contained three major provisions: retention, grading, and graduation policies.

Below you will find information about each provision:

#### **Retention**

In preparation for the 2021-22 school year, students will be eligible for a retention consultation if they received deficient grades for at least one-half of their coursework in 2020-21 and their parents are interested in holding them back a grade level. Deficient grades include grades of F or Incomplete. This temporary retention policy is in addition to any existing district retention policies. Students who were in 12th grade in 2020-21 are not eligible.

Parents/guardians of eligible students must request the retention consultation in writing. Districts then have 30 calendar days to hold the consultation and 10 calendar days after that meeting to issue a final decision.

## **How to Request Retention Consultation**

If you would like to request a retention consultation for your “eligible pupil” (a pupil who has received deficient grades for at least one-half of the pupil’s coursework in the 2020-21 academic year), please follow these steps:

1. Print, fill out, sign, and date the Grade Change Application School Year 2020-202 form. The link is [here](#) and a copy of the form is attached to this letter.
2. Email the form to [e.valdivia@newvillagegirlsacademy.org](mailto:e.valdivia@newvillagegirlsacademy.org). You can take a picture of the form and send it to the email address.
3. You will be contacted and a consultation meeting will be held within 30 calendar days after submitting your request

If you have any questions contact Elsa Valdivia at [e.valdivia@newvillagegirlsacademy.org](mailto:e.valdivia@newvillagegirlsacademy.org) or via telephone 909-670-2166.

## **Grading**

AB 104 permits parents of students who were in high school in 2020-21 (or the student, if they have turned 18) to request letter grades for last year be changed to Pass/No Pass on transcripts. The new law requires CSU, and encourages UC and private postsecondary institutions, to accept those grade designations without prejudice. The list of California Colleges that will accept Pass/No Pass grades in lieu of letter grades [can be found HERE](#). Keep in mind that colleges in other states, or colleges not on this list, may not accept Pass/No Pass Grades. Consult directly with those colleges for more information.

Part of that legislation allowed for high school families to request, within a 15 day window, for any grade in the 2020-21 school year to be converted from a letter grade to a “Pass/No Pass” grade.

**The window to make these requests will be open from August 16 to August 30.** The process for grade changes will be as follows:

1. Parent/Guardian submits form to Elsa Valdivia at [e.valdivia@newvillagegirlsacademy.org](mailto:e.valdivia@newvillagegirlsacademy.org).
2. College Counselor will reach out to families to go over the requests.
3. Parents/Guardian will receive notification once the process has been completed.

If your student is no longer at New Village Girls Academy, either because they graduated or have transferred to another school, please follow up with your student's school.

### **Graduation Policies**

AB 104 exempts 2020-21 juniors and seniors from high school graduation requirements beyond statewide requirements if they are not on track to graduate in four years and requires school districts to provide opportunities for juniors and seniors to meet statewide graduation requirements through, among other avenues, a fifth year of high school.

If you have any questions beyond the details listed above, please contact Elsa Valdivia at [e.valdivia@newvillagegirlsacademy.org](mailto:e.valdivia@newvillagegirlsacademy.org) or via telephone 909-670-2166 to ask about the process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jennifer Quinones', with a stylized flourish at the end.

Ms. Jennifer Quinones  
Principal  
New Village Girls Academy

Enclosure - Grade Change Application School Year 2020-2021

## GRADE CHANGE APPLICATION SCHOOL YEAR 2020–2021

Parents of students shall complete the form below to request a grade change for the 2020–21 school year. Fill in all fields, sign the form, and submit to your child’s local educational agency.

### Student Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Student Grade: \_\_\_\_\_ Student ID: \_\_\_\_\_

### School Information

School Name: \_\_\_\_\_

### Courses to be Changed

Course Code	Course Title	Teacher Name	Current Grade	Grade Change P/NP

### Education Code:

Pursuant to *Education Code* Section 49066.5 (2)(b): The parent, guardian, or education rights holder of a pupil or, for a pupil 18 years of age or older, the pupil who was enrolled in high school and enrolled in a course during the 2020–21 school year may apply to the pupil’s local educational agency to have a letter grade earned for that course, as reflected on the pupil’s transcript, changed to a Pass or No Pass grade.

\_\_\_\_\_  
Parent/Guardian/Education Rights Holder Signature

\_\_\_\_\_  
Date