



West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, CA 94801
(510)231-1110

Kenneth C. Hurst, Sr., Ed.D.
Superintendent

LaResha Martin
Associate Superintendent, Chief Academic Officer

Allison Huie, Ph.D.
Director, College and Career

Assembly Bill (AB) 104 - Retention Requests

Gov. Gavin Newsom has signed into law an Assembly Bill to provide assistance to students affected by COVID in the 2020-2021 academic year through student retention, grade changes, and exemption from local graduation requirements. One of the key components of this bill includes a mandate for LEAs to develop a supplemental retention policy regarding the retention of students in grades K-11 who, during the 2020-21 school year received deficient grades (D, F, or No Pass) for at least half of their coursework.

This new bill permits parents/guardians of students (or students over the age of 18) who were enrolled in the 2020-21 school year to submit a written request for a consultation meeting to discuss the retention of their student.

Within 30 calendar days of receiving a written request for retention from a parent, school staff must conduct a consultation with the parent, an administrator, and a teacher. The consultation must include discussion of:

- all available learning recovery options
- research on the effects of retention
- the benefits of particular interventions and supports
- consideration of the student's academic data
- any other information relevant to whether retention is in the student's best interest

These written requests for retention of students must be responded to in writing within ten calendar days of the date of the consultation meeting.

1. If the decision is **to retain the student**, the student must be offered supplemental interventions and supports.
2. If the decision is to **not retain the student**, the student would need to be offered supplemental support, as well as:
 - a. access to prior semester courses, or some other form of credit recovery, for any course in which they received a D or F letter grade.

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Consultation Form

Date of written Request for Retention Consultation: _____

Date Retention Request Consultation Meeting was held: _____

Parties present for this consultation meeting:

Administrator Name: _____

Administrator Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

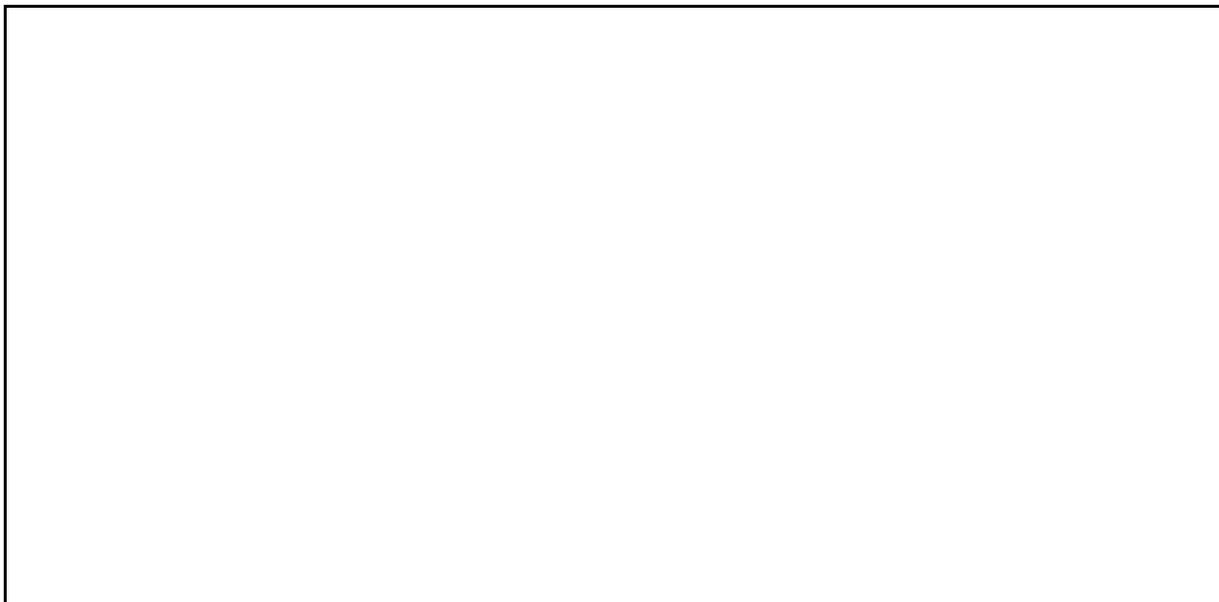
Teacher Name: _____

Teacher Signature: _____

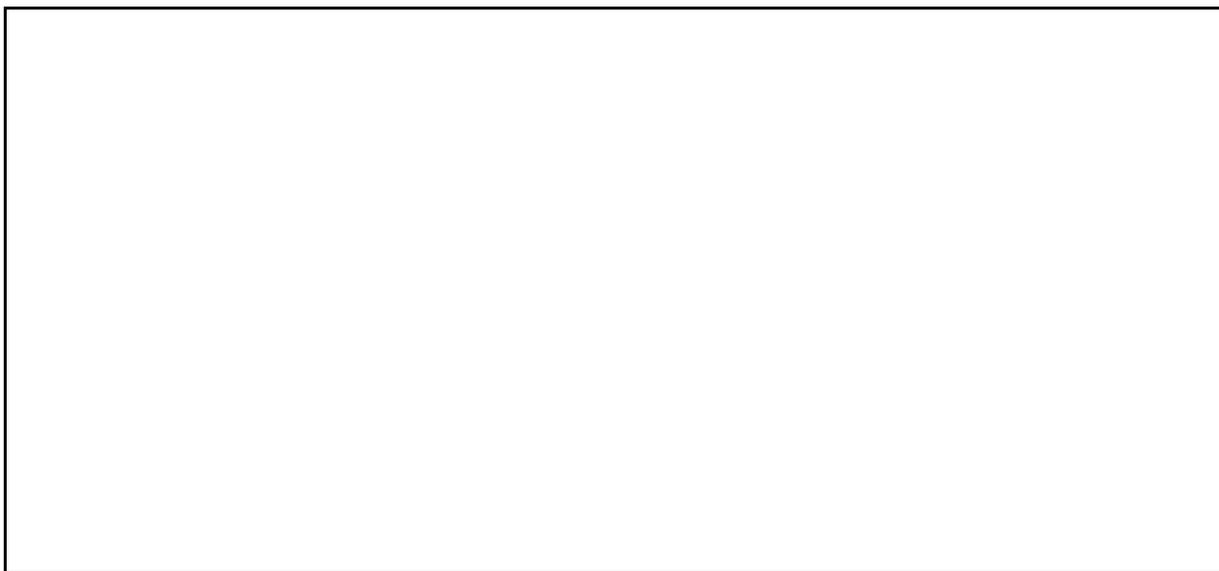
Discussion topics for consultation:

- available learning recovery options (describe below)

- research on the effects of retention (describe below)



- the benefits of particular interventions and supports (describe below)



- consideration of the student’s academic data (describe below)

- any other information relevant to whether retention is in the student’s best interest (describe below)

A COPY OF THIS DOCUMENT MUST BE RETAINED IN THE STUDENT’S
CUMULATIVE FILE