

# FLORIDA DEPARTMENT OF EDUCATION



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### MEMORANDUM

**To:** District School Superintendents

**From:** Jim Warford, K-12 Chancellor

**Date:** October 20, 2003

**Subject:** Third Grade Student Progression – Requirements for Students who were Retained

A key component of the successful implementation of the third grade progression requirements is the provision of "...an intensive program that is different from the previous year's program..." to students who were retained (see section 1008.25(2)(b), Florida Statutes). During the 2003 spring regional meetings on third grade progression, districts identified their plans for meeting this requirement. These activities included:

- At least 90 minutes for an uninterrupted block for reading
- Specialized reading materials (e.g., supplemental materials appropriate for intensive immediate intervention (iii))
- Differentiated instruction
- Tutoring and mentoring
- More frequent progress monitoring
- Combination/Transitional classes of 3<sup>rd</sup> and 4<sup>th</sup> grade students
- Small-group instruction
- Smaller classes
- Extended school day, week, and/or year

Additionally, we know that students who were promoted for good cause may continue to need additional support and remediation. As already identified by districts, the strategies above are also appropriate for these students.

During the next few weeks through scheduled conference calls and at statewide meetings (e.g., Florida Organization of Instructional Leaders (FOIL)), we will continue our discussion about the implementation of the above requirements and identify needed additional supports and activities.

JIM WARFORD  
K – 12 Chancellor

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We would also like to remind you of the resource materials regarding the requirements for third grade progression that are available at

[www.firn.edu/doe/commhome/progress/proghome.htm](http://www.firn.edu/doe/commhome/progress/proghome.htm) . These materials include:

- Fact Sheet for School Districts – Reading Expectations for Grade 3 Students in Florida
- Sample Letters to Parents (English and Spanish)
- Diagnostic Instruments Appropriate for Primary and Secondary Levels
- Flow Chart for Promotion / Retention of Third Grade Students

Other helpful resource materials offered through the Just Read, Florida! can be found at [www.justreadflorida.com/educators.asp](http://www.justreadflorida.com/educators.asp) . These materials include:

- The Elementary 90 Minute Reading Block
- Primary Level Reading Curriculum - Guide to Reading Mentors

To improve the timeliness of this year's activities, in the next few weeks, we will be sending a calendar of planned activities. Additionally, as indicated in the September 26, 2003 DPS Memorandum #04-032, Department staff are compiling the 2002-03 data related to third grade student progression and producing state and district profiles. These profiles will also be sent to you and used in the Department's required monitoring activities and to identify promising practices.

Thank you for your continued cooperation to ensure that Florida's students are ready to "read to learn."

cc: Assistant Superintendents of Curriculum and Instruction  
Directors of Elementary Education  
Directors of Student Services  
Directors of Title I  
Directors of Exceptional Student Education  
School Improvement Contact Persons  
Language Arts Supervisors  
Reading Supervisors