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POLICY

215 Promotion and Retention

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Purpose

The Board recognizes that the emotional, social, physical and educational growth of students will vary and that students should be placed in the educational setting most appropriate to their needs at the various stages of their growth.

Authority

It is the policy of the Board that each student shall be moved forward in a continuous pattern of achievement and growth that corresponds with his/her own development, the system of grade levels, and the academic standards established for each grade.

A student shall be promoted when s/he has successfully achieved the academic standards established for the present level, based on the professional judgment of his/her teachers and the results of assessment, using multiple relevant measures.

Delegation of Responsibility

The Superintendent or designee shall make efforts to remediate the student's difficulties before s/he is retained and shall establish procedures for documenting interventions and parent/guardian communication.

Parents/Guardians shall be informed of the possibility of retention of a student in writing before the end of April for elementary students and no later than the close of the third marking period for middle and high school students.

Guidelines

Retention – Elementary

If, in the judgment of the teacher, the child will best be served by retention, the teacher will meet with other directly concerned teacher(s), the student support counselor, and the principal. The school shall notify the parents/guardians before the end of April. A personal contact with parents/guardians should be sought to confer and counsel with them.

During the final grading period, the child and his/her work should be carefully observed and evaluated and all factors should be considered. A final summary and recommendation will be made in a joint conference among the teacher, principal, counselor and parents/guardians. The summary should be presented to the assistant superintendent.

The parents'/guardians' understanding and cooperation will be sought in this conference so that the child will benefit most.

If a child is considered for retention, a decision will be made jointly by the teacher, who should initiate action, the principal and supportive staff. A final decision is the responsibility of the principal.

Timing - Communication among those involved should begin by the close of the second grading period, so that parents/guardians will know the possibility of retention before the end of April. A second year of retention should be rare and considered only in extreme cases.

Middle School

Middle school promotion shall be based on successful completion of required coursework and readiness for the next grade level. A student who does not meet established requirements shall complete an approved remediation, recovery or repeat-course plan. Potential retention shall be reviewed through the building multi-tiered system of support (MTSS) process.

Parents/Guardians of students at risk of failing a course shall receive written notice, including notice of possible retention, no later than the close of the third marking period. The concern, interventions and remediation plan shall be documented in the student's educational record.

High School

Beginning in grade nine, students accumulate credits toward graduation. A student who does not earn credit in a required course shall complete an approved credit-recovery, remediation or course-repetition plan consistent with the current Program of Studies and Policy 217.

Parents/Guardians of students at risk of failing a required course shall receive written notice, including notice of possible retention, no later than the close of the third marking period. The concern, interventions and recovery plan shall be documented in the student's educational record.

In senior high schools, students are promoted by subjects, rather than by grade level.

Promotion and retention in the senior high school is governed by credits as delineated in Board Policy #217. Grade-level status and graduation progress shall be determined in accordance with Policy 217, the Program of Studies and district procedures.

Graduation requirements, described in Board Policy #217.