

**ADOPTED: February 4, 1993**  
**REVIEWED: November 21, 2002**  
**REVISED: October 7, 2010**

## **PROMOTION AND RETENTION OF STUDENTS**

It is the intent of the Board to offer appropriate instruction to all students in a progressive and sequential way. Therefore, the grade placement of each student will be made on an individual basis, understanding that the level of instruction at each grade is not a single level of instruction, but rather a series of levels intending to meet the various needs of students assigned to that grade level.

The retention process will include discussions which will include the student's parent, classroom teacher, building administrator and home-school coordinator or counselor. This team will consider alternative learning strategies and individual instructional approaches which may improve student performance. If the student continues to exhibit frustration and lack of progress this team will consider a retention program.

The following criteria shall be utilized in making decisions concerning promotion and retention:

- A. Student achievement
- B. Academic potential
- C. Attendance
- D. Health
- E. Maturity
- F. Physical size
- G. Age in relation to grade placement
- H. Student attitude about retention
- I. Parent attitude about retention
- J. Out of school influences
- K. Program options
- L. Cognitive ability/estimate of intelligence
- M. Parent attitude/participation in student's education
- N. History of learning disability
- O. Preschool attendance
- P. Current grade
- Q. Gender

- R. Previous retention history
- S. English as a second language
- T. Emotional disorders/history of conduct disorder
- U. Experiential background/cultural experiences
- V. Siblings
- W. Student motivation

The following alternatives to promotion and retention shall be considered:

- A. Appropriate instructional strategies
- B. Special Education
- C. Summer and/or After School programs
- D. Systematic assessment/Response to Intervention
- E. Develop a management plan for problem behaviors
- F. Tutoring/mentoring
- G. Pre school program

Retention should take place as early in a student's career as possible. Only in unusual circumstances should a child be retained more than once in his/her school career. The final decision for promotion or retention shall rest with the building principal and the parent and be noted in Power School. Both the principal and parent will be required to sign off on the decision.