

## PROMOTION AND RETENTION

**Descriptor Code: IEH**

Students will normally progress annually from grade to grade. Retentions may be made when, in the judgment of the teacher(s) and subject to review and approval by the principal, such retentions are in the best educational interest of the student. However, no student enrolled in the third grade shall be promoted unless the student has shown a basic understanding of curriculum and ability to perform the skills required in the subject of reading as demonstrated by the student's grades or standardized test results. This requirement shall not apply to students who are participating in a Board-approved research-based intervention prior to the beginning of the next school year or to students who have IEPs pursuant to 20 U.S. C. § 1400 et seq.<sup>1</sup>

Academic problems shall be identified as soon as possible during the school year. Parents will be notified when academic problems are identified. Efforts will be made to enlist parental support of remediation attempts by the teacher(s). Parents should be given interim progress reports concerning the status of the student's progress.

Administrators and teachers should maintain appropriate documentation concerning remediation to include discussion concerning testing, change in student placement or programs for the student.

Teachers shall submit a list of pupils who might be retained to the principal of their school by April 1<sup>st</sup> of each school year.

Before a student is retained, the parents shall be informed in writing and shall be requested to participate in a conference concerning the placement of the student.

Promotion or retention shall be determined after due consideration of all information including test results, other measures of academic competency and attendance.

Use of conditional retention, summer programs, assignment to transitional classes and other approaches to meeting the needs of the student should be given consideration.

Retention shall be considered more appropriate in grades K-3. Except under unusual circumstance, students shall not be retained more than once in the same grade.

The principal shall insure that students who repeat a year shall be offered an appropriate program of instruction which may include but not be limited to:

1. Different teacher(s)
2. Different materials
3. Tutorial support
4. Use of federal support programs

Special education eligible students shall be placed in an appropriate grade by the principal after consideration of the M-Team recommendations and the current IEP. Special education students

shall be placed within one year of their chronological-aged peers unless an annual written justification for other arrangements is included in their records.