PROMOTION AND RETENTION

The board believes students should be promoted on the basis of academic success. Criteria to be considered should include, but not be limited to a student's mastery of course level competencies, grades, teacher recommendations, and the student's social growth and readiness.

**Grades K - 5**

In grades K-5, the criteria for promotion shall be based on the student’s success in attaining the instructional goals as outlined in the District's curriculum frameworks for the grade assigned and their readiness to succeed in the next higher grade.

A student who does not meet the criteria for promotion will be retained at grade level.

Upon mutual agreement of the principal and parents, a student may be retained for a period of one school year in the same grade level even if the criteria for promotion is met.

**Grades 6 - 8**

The decision for promotion shall be based on the overall student record of academic success. Promotion shall be based on the student’s success in attaining the instructional goals for assigned classes. A student mastering course competencies and attaining passing grades will be promoted.

A student who does not meet the criteria for promotion will be retained at grade level.

Upon mutual agreement of the principal and parents, a student may be retained for a period of one school year in the same grade level even if the criteria for promotion is met.

**Grades 9 - 12**

The decision on promotion to the next higher grade shall be based on accumulated credits.

Students must obtain the credits necessary to advance with their class as follows:

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 9 to 10</td>
<td>7</td>
</tr>
<tr>
<td>Grade 10 to 11</td>
<td>14</td>
</tr>
<tr>
<td>Grade 11 to 12</td>
<td>21</td>
</tr>
<tr>
<td>To Graduate</td>
<td>28</td>
</tr>
</tbody>
</table>

Credits shall be earned when a student has mastered course level competencies and received a passing grade indicating the degree of success in meeting the instructional goals of the course.

Each teacher shall evaluate student achievement by making use of all available information including, but not limited to, teacher made tests and quizzes, standardized test results, quality of homework and other class assignments, and observation of student performance. Evaluation procedures should be applied fairly and consistently for all students.
The principal shall direct and aid teachers in the development of adequate evaluation procedures and monitor the implementation and outcome of evaluations in the school.

**Conditional Promotion/Retention**

A student may be granted a conditional promotion by mutual agreement of the teacher and the principal. The conditional promotion is permitted when there is sufficient reason to believe a student may succeed in the following grade providing they successfully complete a recognized summer school or accepted tutoring program.

**Chronological Promotion**

There are occasions when it is appropriate to promote a student because of chronological age. A student may be granted promotion by mutual consent of the teacher, principal, and parent if it is in the best interest of the student and the school to grant such promotion.

**Appeal**

Parents may appeal the retention status of a student to the principal. However, the decision on grade placement shall rest exclusively with the principal.
PROMOTION/RETENTION

The following procedures are established to implement the policy concerning retention of students in the same grade level. The procedure is to assure student and parent of ample notice of potential failure and to provide opportunity for review of each case.

March 15-31:

Principals obtain an initial indication from teachers concerning potential failure of students. Principals schedule a preliminary meeting with teacher and counselor to discuss a possible retention. The teacher should provide empirical data on the social, emotional, physical and intellectual development of the student, and substantive reasons for retention. Notice the policy identifies the academic expectations.

If retention seems to be a reasonable possibility the principal shall so advise students and parents of the status at this time.

April 1-30:

In grades 1-9, the teacher, counselor and principal shall review the case with the school special service team. The SST will consider the recommendation, solicit additional information and make a recommendation to the principal.

Grades 9-12 shall advise students and parents (no later than April 30) in writing of the possibility a student will not earn the necessary credits to be promoted to the next grade.

May 1-15

In grades 1-8 the principal, counselor and teacher shall meet with the parents to discuss the recommendation for retention. It is desirable that an agreement be reached by all parties and the decision reached at this meeting.

June 1:

Failing to reach agreement, no later than June 1st, the principal shall reach a decision in all cases pending and so advise all parties concerned.

In grades 9-12 final written notice shall be issued as soon after the closing of grades as is possible and reasonable.

A list of retentions is to be submitted to the Superintendent of Schools.