

PROMOTION/ACCELERATION/RETENTION

Acceleration from Kindergarten to First Grade

A student enrolled in kindergarten may be admitted to the first grade at the discretion of the Superintendent or designee and with the consent of the parent/guardian, upon determination that the child is ready for first-grade work.

Admission shall be subject to the following minimum criteria:

1. The student is at least five years of age.
2. The student has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The student is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
5. The parent/guardian of the student has filed a written statement with the school district approving the placement in first grade.

Continuation in Kindergarten

Students who have completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Superintendent or designee agree that the student shall continue in kindergarten for not more than one additional school year.

Whenever a student continues in kindergarten for an additional year, the Superintendent or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year.

Retention at Other Grade Levels

The Superintendent or designee shall identify students who should be retained or who are at risk of being retained at the following grade levels:

1. Between grades 2 and 3
2. Between grades 3 and 4
3. Between grades 4 and 5

PROMOTION/ACCELERATION/RETENTION (continued)

4. Between the end of the intermediate grades and the beginning of the middle school grades
5. Between the end of the middle school grades and the beginning of the high school grades

Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts and mathematics shall be the basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades.

Students shall be identified on the basis of either statewide assessment results or grades and other indicators of academic achievement, as established by Board policy.

The following guidelines for retention shall be implemented:

1. When a teacher feels a student should be considered for retention, he/she shall review all available data and then discuss the case fully with the Student Assistance Team (SAT). If the student has more than one regular classroom teacher, the principal or designee shall specify the teacher(s) responsible for discussing the case with the SAT.
2. The SAT may consider the student's grades, classroom teacher's observations, standardized test results, criterion reference and performance-based assessments, participation in available supplemental instruction programs, and any other relevant data or information available to the SAT.
3. The SAT's decision to retain or promote shall be based on what action best serves the child and shall include relevant social and emotional concerns.
4. The parent/guardian shall be involved in any decision regarding retention of a student.
5. A retention agreement signed by the parent/guardian shall be placed in the student's cumulative file.
6. A comprehensive supplemental intervention program, including monitoring for the following year, shall be developed for any student that is retained.
7. If the SAT recommendation is contingent on the student's participation in summer school or intersession, the student's academic performance shall be reassessed at the end of the program and the decision to retain or promote shall be reevaluated at that time.

PROMOTION/ACCELERATION/RETENTION (continued)

No student shall be retained more than one time during his/her kindergarten through 8th grade school career. If a student enters the district having been retained at a previous school, he/she may not be retained a second year.

The Superintendent or designee shall provide a copy of the district's promotion/retention policy and administrative regulation to those parents/guardians who have been notified that their child is at risk of retention.

The school's decision to promote or retain a student may be appealed consistent with Board policy, administrative regulation, and law.

The burden shall be on the appealing party to show why the decision should be overruled.

To appeal a decision to retain, the appealing party shall submit a written request to the Superintendent or designee specifying the reasons that the teacher's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion.

The teacher and/or school staff shall be provided an opportunity to state orally and/or in writing the criteria on which the decision was based.

Within 30 days of receiving the request, the Superintendent or designee shall determine whether or not to overrule the decision to retain. Prior to making this determination, the Superintendent or designee may meet with the appealing party and the school staff. If the Superintendent or designee determines that the appealing party has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the decision.

The Superintendent or designee's determination may be appealed by submitting a written appeal to the Board within 15 school days. Within 30 days of receipt of a written appeal, the Board shall meet in closed session to decide the appeal. The Board's decision may be made on the basis of documentation prepared as part of the appeal process or, at the discretion of the Board, the Board may also meet with the appealing party, the teacher and the Superintendent/designee to decide the appeal. The decision of the Board shall be final.

If the decision of the Board is unfavorable to the appealing party, he/she shall have the right to submit a written statement of objections which shall become part of the student's record.