

Promotion and Retention of Students

The Board is dedicated to total and continuous development of each student enrolled. The professional staff is expected to place students at the grade level best suited to them based on the child's developmental readiness, physical maturity level, academic abilities, social adjustment and emotional maturity.

Students will normally progress annually from grade to grade. Exceptions may be made when, in the judgment of the professional staff, such exceptions are in the best educational interest of the students involved.

Students who cannot demonstrate proficiency in each subject area, or who are not making adequate progress towards demonstrating proficiency at their grade levels, will be considered for retention. Should a child be retained, such will normally be accomplished before the child leaves the primary grades. In addition, whenever it is possible and advisable, the child will be assigned to a different teacher for the second year in the grade. No more than two years in one grade will be permitted and a student will be retained no more than twice in grades K-5 and retention in grades 6-8 will be based on administrative regulations.

When a student is considered for retention/promotion, a decision will be made by a team selected by the building principal. The team will include the principal, teacher, parent or guardian of the child, a child advocate selected by the parent, counselor and other appropriate professional staff. The team may include the student, if appropriate, however, the team will not exceed eight members.

The grade level placement team will consider available relevant data regarding the child. The team should not only consider retention, but also consider alternatives to retention such as:

1. Promotion with remediation in grade;
2. Transition class such as the Readiness First Grade Program;
3. Retention with recommended re-assessment within the first two weeks of the start of the school year;
4. Repetition of part of the curriculum or the shifting of students between grade levels with blocks of instruction being scheduled at the same time within the building. An example would be reading;
5. Summer school or other tutorial programs.

The grade level placement team should identify and document available alternatives to retention and may develop a conditional advancement agreement, whereby the child is advanced contingent upon the successful completion of an alternative program. Enrollment in an alternative program and the financial

responsibility for tuition, transportation and other fees are a parental responsibility. The only exception to this policy is for a qualified child on an individualized education program (IEP) whose individual plan calls for continued educational services over the summer months. Should the child not make satisfactory progress or the parent fails to follow through with the team recommendation, the child will be retained.

The grade level placement team may also retain a child when the parents' decision is not in agreement with the grade level placement team's decision. The parent may request the child be advanced to the next grade level. The school will accept the parents' decision as final contingent upon the parent signing a "waiver of responsibility" form to be placed in the student's file within ten (10) working days after the grade level placement team meeting.

If the child has a "waiver of responsibility" form previously placed in the student's file, the school shall have the final authority regarding grade level placement. Should the child's parents or guardian wish to appeal the grade level placement team's decision, the principal will aid them in contacting the superintendent to initiate an appeal in accordance with established procedures in Board policy. Should the appeal not be resolved, the parent or guardian may then appeal to the Board; the appeal will be heard in executive session. The Board's decision shall be final.

Acceleration or double promotion will be used only in rare and extreme cases. The final decision will be made by the school after considering the grade level placement team's decision. Acceleration or double promotion will be in accordance with established Board policy for talented and gifted students.

END OF POLICY

Legal Reference(s):

[OAR 581-022-1130](#)
[OAR 581-022-1670](#)