

REGULATION

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R5410 PROMOTION AND RETENTION

The following rules are promulgated in accordance with the policy of the Board of Education dealing with the promotion and retention of pupils.

A. Standards for Pupil Promotion

Elementary and Intermediate Grades (PreK-8) - A pupil will be promoted to the next succeeding grade level when he/she demonstrates the proficiencies required for movement into the next grade and satisfied the attendance requirement.

High School (9-12) - A pupil will be promoted to the next grade when he/she has completed, in the current school year, the number of credits required for that grade as indicated in the current High School Student Handbook and satisfies the attendance requirement.

B. Procedures for Pupil Promotion

1. A written copy of promotion standards will be given to all parent(s) or legal guardian(s) and pupils at the beginning of each year.
2. Parent(s) or legal guardian(s) and pupils will be provided a minimum of four reports each year as to a pupil's progress towards meeting promotion standards and the attendance requirements.
3. Teachers who determine that a pupil's progress may not be sufficient to meet promotion standards shall notify the parent(s) or legal guardian(s) of the pupil and offer consultation with the parents or legal guardians.
4. In grades PreK-8, the parent(s) or legal guardian(s) and where appropriate the pupil will be notified no later than three weeks prior to the end of the year



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when the possibility of a pupil not being promoted is determined.

5. A pupil with fewer than 160 days attendance in grades PreK-8 will not be promoted to the next grade level. In grades 9-12 the attendance policy in effect and published in the High School Handbook will be followed.
6. Extenuating circumstances as determined by the Building Principal can waive the 160-day attendance requirements for grades PreK-8 after discussion and approval by the appropriate Assistant Superintendent. In the high school, an attendance appeal route is available for pupils whose attendance does not meet the 160-day requirement as specified in the attendance policy.
7. Classroom teachers shall provide input to the Principal who makes the final decision concerning the promotion or retention of each pupil who meets the 160-day attendance requirement.

C. Procedure for Retention or Social Promotion

1. Grades PreK-8 - Classroom teachers must initiate the process by providing to the Building Principal complete forms in accordance with the specified timelines.
2. The Principal will review each case and in consultation with the teacher and the appropriate Assistant Superintendent render a final decision.
3. Parent(s) or legal guardian(s) and adult pupils may appeal a promotion/retention decision to the Superintendent whose decision is final.

Adopted: 17 June 2009
Revised: 19 February 2020

