

Policy Subject RETENTION OF STUDENTS	Location Code 504.2	Adoption Date 5/13/85
	Rescinds/Amends Amend 9-11-95	Adopted

School Initiated Request

Students may be required to repeat the same grade level when it has been determined that the student's educational needs are served best by retention and when notification and consultation with parents have been conducted. Parents should be notified in writing on or before April 1 that retention is being considered and one or more conferences held to discuss the conditions considered in retention.

Parent/Guardian Initiated Request

Parents requesting their child to be retained must notify the school principal in writing by April 1.

Decision Process

The decision regarding retention in either a school or parent initiated request for a given grade level will be determined at a conference involving parents, the principal, teacher(s) and/or counselor. If a mutual decision about the question of retention cannot be reached, the principal shall render a decision on or before the last full day of attendance for students in the school year. Written notification of the principal's decision will be mailed to the parent/guardian. Consideration will be given to:

1. The student's ability and feelings
2. The student's achievement level and effort
3. The reason for poor student performance
4. The opportunity to repeat failed courses at the next grade level or in summer school
5. The provision of a sound program if the student is to repeat a given grade
6. The best interest of the student

An appeal of the principal's decision may be made by the parents or guardians to the Superintendent of Schools within 5 school days of the principal's decision date. A hearing shall be set within 5 school days of the receipt of the hearing request. A recommendation based upon the evidence presented in the hearing shall be made to the Superintendent of Schools by the hearing officer. The Superintendent shall within 5 days of the recommendation make a final decision and notify, in writing, the parents and principal.

Students in grades 9-12 will be classified as to their grade level according to the provisions of Policy 504.1 Graduation Requirements.