

Policy 6.19: Promotion and Retention

Status: ADOPTED

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Promotion and retention policies and guidelines have been developed to ensure that minimum academic expectations will be mastered by students at a given grade level prior to their advancing to the next grade level. Such policies also ensure that minimum educational standards are enforced by the schools. It is acknowledged that students learn at different rates by different means. Therefore, it will occasionally be beneficial to students to be retained in or at a specific grade level to receive additional instructional assistance which should enable them to master the academic skills which are necessary for them to experience success in school.

It is recommended that a student be retained a maximum of two (2) nonconsecutive years in grade one (1) through grade six (6) – preferably once in grade one (1) through grade three (3) and once in grade four (4) through grade six (6) – if not performing according to the promotion and retention policy. An administrative decision substantiated by teacher recommendation for promotion or retention may be exercised based on (1) history of attendance, (2) age of student and (3) failure to complete grade level requirements regardless of the number of previous failures.

Kindergarten

Promotion regulations for kindergarten students ensure that minimum expectations will be mastered before a student enters first grade. Proper placement of students after a year of kindergarten will be based on the following criteria:

1. Chronological age of a student;
2. Developmental age of student;
3. Attendance record of student; and
4. Mastery of reading readiness skills.

Parents/guardians, teachers and principals should work together in a cooperative effort concerning the best placement level for the child.

Grades 1 - 3

Regular education students in grades one (1) through three (3) will be retained if they do not pass both reading and mathematics in a given school year. A yearly numerical average of 60% or above constitutes a passing grade.

Grades 4 - 6

Regular education students in grades four (4) through six (6) will be retained if they fail two (2) academic subjects in a given year. A yearly numerical average of below 60% constitutes failure.

The academic subjects for grades three (3) through six (6) are:

Reading Mathematic Science Language Social Studies

Grades 7 - 8

Regular education students in grades seven (7) through eight (8) who are on a six period schedule must pass at least four (4) units out of six (6) units per school year in order to be promoted to the next grade. Students in grades seven (7) through eight (8) who are on a seven period schedule must pass five (5) units out of seven (7) units in order to be promoted to the next grade. A semester numerical average of below 60% constitutes failure.

Special Education (Grades 1 - 8)

Special education students, who are receiving all instruction in a regular classroom for a particular subject, will be evaluated in that subject according to the same standards as regular students and will be required to meet promotion standards in that subject unless otherwise specified in the student's Individual education Program (IEP).

If a student is receiving instruction in the special education classroom or is receiving instruction in a subject in both the regular and special education classrooms, the Individualized Education Program (IEP) developed by the IEP committee will govern promotion.

Grades 9 - 12

Regular education students in grades nine through twelve must complete the state mandated graduation requirements. Special education students must complete the course of study and the specific objectives designated in the student's Individualized Education Program (IEP). Students will need a minimum of twenty-four (24) units of credit to graduate from high school. In addition each student must take a Core Curriculum consisting of a minimum of one English, one Social Studies, one Science, and one Mathematics course each year in addition to certain specified electives to meet graduation requirements.

Procedure for Notification for Retention for All Grades

Parents/guardians will be notified of possible retention by way of District form letters. The letters will be sent to parents/guardians of students who meet the retention guidelines of this policy. In grades K-12, three letters will be sent at specified times which are (1) at the end of the first semester (second nine weeks grading period), (2) at the end of the third nine weeks grading period, and (3) at the end of the school year. This may or may not apply to grades seven through eight in Autaugaville, Billingsley and Marbury. Schools with block schedules should send at least one retention letter at mid-point of the semester and at the end of the semester. The letters will inform parents/guardians of their children's potential or definite retention. A copy of each letter sent, as well as letters returned to the school, will be filed in each student's permanent record folder. The letters of notification regarding retention will serve to bring principals and teachers together in a team effort, to inform parents/guardians and involve them as much as possible before the end of the school year, and to satisfy documentation requirements for the school. **TEACHERS AND PRINCIPALS WILL MAKE THE FINAL DECISION CONCERNING PROMOTION AND RETENTION OF A STUDENT. PARENTS/GUARDIANS WILL NOT BE ALLOWED TO REVERSE THE DECISION.**
