

**PROMOTION - RETENTION - ACCELERATION OF STUDENTS****Promotion**

A pupil must be in attendance at school for the following amount of time in order to obtain credit to be promoted to the next higher grade: 162 days in a school year of 180 days, 130 days in a school year of 144 days, or 90% of the total days of instructional time for any school year.

Before a pupil is denied credit or promotion into the next higher grade for failure to comply with the attendance requirements, the principal of the school in which the pupil is enrolled or his designee shall provide written notice of the intended denial to the parent or legal guardian of the pupil. The notice must include a statement indicating that the pupil and his parent or legal guardian may request a review of the absences of the pupil and a statement of the procedure for requesting such a review. Upon the request for a review by the pupil and his parent or legal guardian, the principal or his designee shall review the reason for each absence of the pupil upon which the intended denial of credit or promotion is based. After the review, the principal or his designee shall credit towards the required days of attendance each day of absence for which there is evidence or a written affirmation by the parent or legal guardian that the pupil was physically or mentally unable to attend school on the day of the absence and the pupil has completed the course work requirements. A pupil and his parent or legal guardian may appeal this decision to the Board of Trustees.

**Retention**

Before any pupil may be retained in the same grade, the pupil's teacher and principal must make a reasonable effort to arrange a meeting and to meet with the pupil's parents or guardian to discuss the reasons and the circumstances.

The teacher and principal in joint agreement have the final authority to retain a pupil in the same grade for the succeeding school year.

No K-7 pupil may be retained more than one time in the same grade, except as provided for the promotion of the pupil from eighth grade into high school.

The Board of Trustees or designee shall not promote a pupil to high school if the pupil does not complete the course of study or credits required for promotion. Programs may be provided for pupils to complete the courses of study required. A pupil who has not completed the courses of study or credits required for promotion to high school may be placed on academic probation and enrolled in high school and allowed to earn the credits required in high school while the pupil completes the requirements for promotion to high school. The criteria for a pupil to be placed on academic probation are:

1. The pupil has met the 90% attendance requirement;
2. The eighth grade pupil has completed a program of remediation; and
3. The Superintendent/Designee has approved the eighth grade pupil's promotion.

A parent/guardian may elect not to place his child on academic probation, in which case the child will remain in Grade 8.

The Board of Trustees or designee shall adopt a procedure for evaluating the course of study or credits completed by a pupil who transfers to a junior high or middle school in this State or from a school outside of this State.

### **Acceleration**

At the elementary and middle school level, a pupil already enrolled may be placed at a higher grade level if formal and informal test scores indicate skills in academic areas substantially above grade level, the pupil has sufficient social and physical development skills to allow the pupil to function comfortably at the proposed grade level, and there is no other way to provide for the pupil's needs. The decision to accelerate a pupil will be made by the school principal after consulting with parents or legal guardian, classroom teachers and professional staff. The parents or legal guardian must agree with the decision to accelerate a pupil.

Early and late high school graduation requirements are contained in Policy 5671.

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