

**RETENTION AND ACCELERATION OF STUDENTS, GRADES 1-8**

The Board is dedicated to the best total and continuous development of each student enrolled. The professional staff is expected to place students at the grade level best suited to them academically, socially, and emotionally. It is the position of the Board that the decision to retain be made collaboratively with parents. The grade placement team should consist of parents and all appropriate personnel. The principal has the authority to promote or retain a student when the following procedures have been followed:

1. In all instances of retention, the student's parents must have been kept informed throughout the year of the student's lack of progress:
  - a) First report period -- parent is to be notified of a student's academic problems. An early intervention meeting between the teacher and parent must occur. A collaborative plan to address the student's lack of progress must be developed.
  - b) Second report period -- if there is continuing danger of retention, the parent shall be so notified and another meeting is to be arranged and held.
  - c) Third report period (or 2nd Trimester) -- if the lack of progress continues, the teacher shall request the principal to convene the grade placement team to consider the retention possibility. Parents will be notified and invited to participate in this process
  - d) \*Note: In the case of Middle School Trimesters, Step "b" will be skipped.
  - e) Last report period -- the principal will consider the recommendation of the grade placement team in making a final recommendation in the best interests of the student. This recommendation will be communicated to parents and appropriate personnel in writing.
  - f) Parents will complete the retention/acceleration forms which will be placed in the student's cumulative file.
2. A similar process will be followed in the cases of accelerated promotion to a higher grade level than normally occurs (skipping a grade).

In most cases, retention or acceleration decisions are addressed on an individual basis. A student will not be retained or accelerated more than once during their grade 1-8 schooling. Whenever possible, a retained student will be placed with a different teacher(s) than the previous school year.

Records of all retentions or accelerated promotions will be kept in the student's cumulative file.

FMRSD

Adopted: 3/29/93

Revised: 9/13/99

Reviewed: 12/07