

## PROMOTION/RETENTION OF STUDENTS

345.4

(A) 10-10-16

The district makes extensive efforts to avoid the necessity of high stakes promotion/retention determinations through a system of strategic supports and interventions to address individual student learning deficits. Early identification of problems is important to assist the student, parent/guardian, and school in resolving them. If, after extensive efforts, insufficient academic progress results and retention is necessary, a detailed retention plan is prepared designed to maximize modifications and supports to the student during the retention year.

Promotion/retention determinations are based on multiple criteria. Significant factors considered are Wisconsin Student Assessment System (WSAS) test scores, other district and classroom assessment results, teacher recommendations, grades, and attendance.

Each principal delineates the specific rationale, procedures and timelines for promotion and retention decisions in his/her building and conveys them to staff and parents/guardian. Promotion and retention determinations are made by administrators at the building levels and may be appealed to the Superintendent.

### A. Elementary Promotion/Retention

The decision to promote or retain at the elementary and intermediate levels is made after careful consideration of academic achievement in core academic subjects (reading, written language, mathematics, science, and social studies.) Also considered are study skills, social development, physical development, problem-solving abilities and attendance. Promotion and retention decisions shall be made consistent with state law requirements.

The principal, guidance counselor, and classroom teacher are key members of the committee responsible for assessing student progress and making promotion and retention decisions. Other specialists are included as necessary. Parent input is strongly encouraged throughout the process and parents are to be informed no later than the spring parent-teacher conferences that their child is being considered for retention.

### B. Middle School Promotion and Retention

Promotion from grade to grade within the middle school to high school is determined on the basis of academic achievement represented by successful completion of the core academic subjects (communication arts, mathematics, science, social studies). Other considerations may be study skills, social development, physical development, problem solving abilities, and attendance. Each student with one or more core academic subject failure(s) for the year are considered for retention. Promotion and retention decisions shall be made consistent with state law requirements.

The principal, dean of students, guidance counselor, and classroom teachers are key members of the committee responsible for assessing student progress and making promotion and retention decisions. Other specialists are included as necessary. Parent input is strongly encouraged throughout the process and parents/student are to be informed no later than the spring parent-teacher conferences that retention is being considered for the student.

C. High School Student Classification

Students acquire grade classifications by earning the stated number of credits prior to the start of each academic year.

<b>Grade</b>	<b>Credits</b>
9	Promotion from grade 8
10	6 credits
11	12 credits
12	18 credits
Graduate	Meeting high school requirements (BOE Policy 345.5)

Promotion/retention determination made at the building levels may be appealed to the Superintendent.

Legal Ref.: Sections 118.24 (2)(a)  
118.33 Wisconsin statutes  
121.02(1)(p)  
120.12(2)  
120.13  
PI 18, Wisconsin Administrative Code

Cross Ref.: 345.5, Graduation Requirements  
460, Student Scholarships  
345.1-Rule, Specific Grading System  
345.4-Exhibit(1)  
345.4-Exhibit(2)  
345.4-Exhibit(3)  
345.41, Acceleration  
345.4 Exhibit (4), 4<sup>th</sup> Grade Promotion/Retention Diagram  
345.4(5), 8<sup>th</sup> Grade Promotion/Retention Diagram  
346, Student Assessment Program