

PROMOTION, RETENTION AND GRADE ASSIGNMENT

Background

The Mt. Lebanon School District recognizes that the emotional, social, physical and educational growth of students varies, and that students should be placed in the educational setting most appropriate to their individual needs and level of achievement.

Objective

It is the objective of this policy to ensure that the District's standards for promotion, retention and assignment to grade are delineated and effectively communicated to the school community.

Policy

It is the policy of the District that students should move forward in a pattern correspondent with their own development and the system of grade levels and academic standards established for each grade, as determined by the building principal.

Promotion

A student shall be promoted to the succeeding grade level provided that s/he has:

1. Achieved the academic standards established for the present level, based on the professional judgment of his/her teachers and principal and the results of assessment.
2. In grades K-8, demonstrated the degree of social, emotional and physical maturation necessary for a successful learning experience at the next level.

Promotion may be conditioned on specific requirements, such as successful completion of summer school. Such decisions shall be made by the building principal with input from teachers, parents, and other professionals as appropriate.

Retention - Generally

It is the policy of the Mt. Lebanon School District that retention should be used sparingly and selectively. A student should be retained only when the building principal has determined that there is sufficient evidence that retention is in the best interest of the student's overall adjustment and achievement. Decisions regarding retention must be made with the following criteria in mind:

1. The child's current level of achievement, as demonstrated by academic performance including state, local and other assessments.
2. The child's ability to deal effectively with the content of the next grade level.
3. The child's age.
4. The child's physical growth, as well as social and emotional makeup.
5. The availability of appropriate supportive services for the child.
6. The parents' and student's input and cooperation.

Retention - Middle School - Grades 6-8

In addition the factors specified above, any Middle School student who receives a failing grade in more than one core subject (i.e. full year course with daily classes) will be retained in the same grade the following year, unless the building principal approves promotion contingent upon successful completion of a summer school program or other remediation program approved by the principal. One failing grade may, however, be sufficient basis for retention where determined by the principal to be in the student's best interests.

Retention - Grades 9-12

Retention at a particular grade level is not an issue in grades 9-12, since graduation requirements are based on credits from successfully completed courses, and not grade level assignment. Regardless of the grade to which a student is formally assigned, the requisite courses and credits must be completed successfully in order to graduate.

Assignment to Grade Level - New Students

The building principal shall assign incoming transfer students to schools, grades, and classes that are commensurate with the student's current level of achievement and afford the student the greatest likelihood of achieving their individual educational potential. Factors to be considered in making such assignment include: age, prior grade level assignment, prior credits and course completion, academic records and assessment results, individual needs of the student, parent input, and relevant administrative considerations. The building principal may require additional assessment prior to a final determination as to grade or class assignment, and may later revise the grade assignment where the principal determines that such revision is warranted.

Administrative Responsibility

The building principal is responsible for decisions concerning promotion or retention of students, and for grade and class assignment of incoming students. In the event that retention is being considered for a student, the parents should be given ample notice of such consideration. A

conference with the parent shall be arranged by the principal at which time the circumstances justifying the retention will be explained to the parents.

The Administration is responsible for notifying students, staff and parents about this policy through communications as deemed appropriate.

It shall be the responsibility of the Administration to develop and enforce any administrative procedures deemed necessary to implement this policy.

Communication

This policy shall be communicated to:

1. All District professional staff
2. Parents and students through Parent/Student Handbooks.

Adopted December 20, 2004
Revised May 21, 2018