

PROMOTION, RETENTION, AND ACCELERATION OF STUDENTS

- 1.0 Instruction must be offered to all students in a progressive and sequential way. Therefore, the grade placement of each student will be made on an individual basis, understanding that instruction at each grade is intended to meet the various needs of students assigned to that grade level.
- 2.0 Retention will be decided through conferences involving the building administrator, teachers, and parents. The guidance counselor will participate as appropriate. Parents will be notified no later than March 15<sup>th</sup> of each school calendar year if retention is being considered.
- 3.0 The building administrator will be responsible for making the final decision as to retention and assignment.
- 4.0 Parents dissatisfied with this decision may appeal to the Superintendent and the Board. Decisions on special education students will be made through the Pupil Evaluation Team process.
- 5.0 The following criteria will be utilized in making decisions concerning promotion and retention:
  - (a) Student achievement;
  - (b) Academic potential;
  - (c) Attendance;
  - (d) Health;
  - (e) Maturity
  - (f) Age in relation to grade placement;
  - (g) Student attitude;
  - (h) Parent concerns;
  - (i) Out-of-school professional opinion(s); and
  - (j) Program options.
- 6.0 Any necessary retention should take place as early in a student's educational career as possible. Only in unusual circumstances should a child be retained more than once.

Legal Reference: Chap. 125 (Maine Dept. of Ed. Rule)

Adopted: October 3, 2002