Stafford Township Board of Education Regulation

R 5410 PROMOTION, RETENTION AND ACCELERATION

Each building Principal shall be responsible for recommending pupil placement. Final determinations will be made by the Superintendent.

There shall be no bias or discrimination in the placement of students.

A. Grade Placement Determination

1. Each child shall be placed in the appropriate grade based upon:

   a. Kindergarten entrance age;

   b. Successful completion of previous grade; and/or

   c. In the case of educationally handicapped students, Child Study Team recommendation.

2. Recommendations and Determinations for Retention

   a. The classroom teacher shall be responsible for making a recommendation for retention to the Building Principal. Final determinations will be made by the Superintendent. All such recommendations shall be sufficiently documented and shall be based on classroom performance, standardized test results, parental input and student survey.

   b. Parents shall be notified of any final determination made by the Superintendent for retention no later than June 1st of each school year.

   c. In the case of educationally handicapped students, the Child Study Team shall be consulted prior to any final determination.

   d. In making a retention determination, factors such as classification age of the pupil and any previous retentions shall be considered. However, none of these factors will automatically preclude or prevent a retention that is determined to be educationally appropriate.

   e. In all cases the Building Principal will be responsible for implementing retention recommendations upon final determination made by the Superintendent.

3. Acceleration

    a. The classroom teacher shall be responsible for making a recommendation for grade level acceleration to the Building Principal. Final determinations will be made by the Superintendent. All such recommendations shall be sufficiently documented and shall be based on classroom performance, standardized test results, parental input and student survey.

    b. Parents shall be notified of any final determination made by the Superintendent for grade level acceleration no later than April 1st of each school year.

    c. In the case of educationally handicapped students, the Child Study Team shall be consulted prior to any final determination.

    d. In making an acceleration determination, factors such as classification age of the pupil and any previous accelerations shall be considered. However, none of these factors will automatically preclude or prevent an acceleration that is determined to be educationally appropriate.

    e. In all cases the Building Principal will be responsible for implementing acceleration recommendations upon final determination made by the Superintendent.

B. Class Grouping Determination

1. Once the appropriate grade level is determined by the Superintendent, the Building Principal shall create class groups based upon:

    a. Teacher input;

    b. Gender and ethnic balance;

    c. Appropriate mixture of students from each Primary Building upon entering a merged (district-wide) grade level for the first time;

    d. Class size balance within each grade level;

    e. Academic heterogeneity;

    f. Appropriate mixture and balance of:

(1) Students receiving Basic Skills instruction;

(2) Students receiving Speech and Language instruction;

(3) Students receiving ESL instruction;

(4) Students mainstreamed from self-contained Special Education classes in regular education classes and special area (art, P.E., music, computer, library, etc.) and

g. Appropriate clustering of Resource Center students in groups designed to maximize the efficiency of the Special Education personnel and Resource Center scheduling.

C. Teacher/Class Assignments

1. Assignment of a teacher to each class group shall be the responsibility of the Building Principal upon final determination made by the Superintendent.

2. In the case of educationally handicapped students it is the responsibility of the Child Study Team to determine and specify the appropriate educational program and services in the form of an IEP (Individualized Educational Program.) The IEP program recommendations shall be made by specifying function, not by identifying any specific personnel. It is the responsibility of the Building Principal (in consultation with the Supervisor of Special Services) upon final determination made by the Superintendent, to assign the appropriate personnel needed to implement the IEP.

3. Parent input is a valued part of every educational process. Parents will have the opportunity to communicate with the Building Principal and Superintendent any valid, appropriate information regarding an individual child's learning style and developmental characteristics that may assist the Principal and Superintendent in determining the most appropriate placement. Parental requests for any particular teacher shall not be honored.

4. Parents seeking to have any one teacher at any grade level removed from consideration must submit a written request to the Building Principal and Superintendent. Such a request must include the specific reasons justifying the request. Such requests shall be considered, but will not be binding upon the Building Principal and Superintendent.

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Light's Retention Scale

Summary Sheet

	FACTOR	FACTOR SUPPORTS RETENTION (Yes/No)
1.	Student's Age	_____
2.	Present Grade Placement	_____
3.	Brothers and Sisters	_____
4.	Family Moves	_____
5.	School Attendance	_____
6.	History of Behavior Problems	_____
7.	Student's Sex	_____
8.	Knowledge of English Language	_____
9.	Physical Size	_____
10.	Previous Retention	_____
11.	Parent's School Participation	_____
12.	Student's Life Experiences	_____
13.	Level of Intelligence	_____
14.	History of Learning Disabilities	_____
15.	Student's Attitude About Possible Retention	
16.	Student's Interest in School Work	_____
17.	Immature Behavior	_____
18.	Emotional Problems	_____
19.	Present Level of Academic Achievement	_____

Name of Student Being Considered for Retention:_____

Name of Teacher:_____

Name of Child Study team Member Consulted:_____

Recommendations Based on Light's Retention Scale:_____

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