

R 5410 PROMOTION AND RETENTION

The following rules are promulgated in accordance with the policy of the Board of Education dealing with the promotion and retention of pupils.

A. Standards for Pupil Promotion

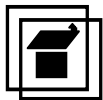
Elementary and Intermediate Grades (K-8) - A pupil will be promoted to the next succeeding grade level when he or she demonstrates the proficiencies required for movement into the next grade.

B. Procedures for Pupil Promotion

1. A written copy of promotion standards will be given to all parents or legal guardians and pupils at the beginning of each year.
2. Parents or legal guardians and pupils will be provided a regular report each year as to a pupil's progress towards meeting promotion standards.
3. Teachers who determine that a pupil's progress may not be sufficient to meet promotion standards shall notify, by February 1st, the parent or legal guardian of the pupil and offer consultation. There may be extenuating circumstances, as determined by the building principal, that warrant later notification.
4. In grades K-8, the parent or legal guardian and where appropriate the pupil will be notified no later than three weeks prior to the end of the year when the possibility of a pupil not being promoted is determined. There may be extenuating circumstances as determined by the building principal, that warrant later notification.
5. Classroom teachers shall provide input to the principal who makes the decision concerning the promotion or retention of each pupil.

C. Procedure for Retention or Social Promotion

1. Grades K-8 - Classroom teachers must initiate the process by providing to the building principal complete documentation in accordance with the timelines specified.
2. The principal will review each case and in consultation with the teacher render a final decision.



REGULATION

HOWELL TOWNSHIP BOARD OF EDUCATION

PUPILS
R 5410/page 2 of 2
Promotion and Retention

3. Parents or legal guardians and adult pupils may appeal a promotion/retention decision to the Superintendent whose decision is final.

Adopted: 18 September 2013

