

RETENTION POLICY

Purpose: The Board supported the notion that the promotion of a student from one grade level to the next shall be based primarily on the successful completion of work required at the specific grade level of the student.

ELEMENTARY AND MIDDLE SCHOOL RETENTION

It is the individual classroom teacher's responsibility to discuss with the school's principal the promotion of any student who is not performing on grade level in reading/language arts and/or math.

If promotion is in danger, parents must be informed by the first grading period or no later than the end of the second grade period.

A student should not be retained more than one time in grades Pre-k-2 and no student shall be retained more than twice in the elementary grades. Since maturity is a factor, any child entering the fifth grade at the age of thirteen (13) must be referred to the SAT for review.

A student shall not be retained more than once in grades 7 – 8.

For those students whose educational performance is not commensurate with their peers and/or are suspected of having an exceptionality, a written referral to the SAT shall be made by the student's classroom teacher.

The primary consideration for grade assignment shall be successful achievement in ELA, Math, Science and Social Studies. Other factors such as the student's ability to learn, social and emotional maturity and attendance shall also be considered.

Students considered for retention in grades k-6 should be discussed in a Student Assistance Team (SAT) Meeting and a plan of support must be developed and implemented. Data regarding the success of the plan shall have been reviewed by the SAT.

A conference shall be scheduled with the parent(s) to discuss the probability of retention and counsel parents(s) on how to deal with the retention. Written permission from the parents for retention is not required; however, parent(s) must be notified of the specific reasons for retention. A letter of confirmation will be sent by the principal to the parents of a student failing to meet the standards of the current grade level. This letter will be sent no later than May 25th of each year but not prior to the state testing dates.

The final decision to retain a student lies with the building principal. The SAT's recommendation for retention and the supporting documentation must be considered.

Should there be an impasse at the school level, the final decision will be made by the school principal.

Review Schedule. This policy shall be reviewed in accordance with the Policy Review Schedule.

Legal Authority: West Virginia Board of Education Policy 2510

ADOPTED: 6/3/19