

POLICY

GREENWICH TOWNSHIP BOARD OF EDUCATION

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Promotion and Retention
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5410 PROMOTION AND RETENTION

The Board recognizes that the personal, social, physical and educational growth of each child will vary and that he/she should be placed in the educational setting most appropriate to his/her needs at the various stages of growth.

The educational program of the Greenwich Township Schools shall be related to district goals and objectives. It shall be the policy of the Board that this program shall provide for the continuous progress of the students from grade to grade. Each student shall be placed at the grade level for which he/she is best adjusted academically, socially, and emotionally.

Grades shall reflect a fair and objective picture of the work done by the student. Comments shall further explain his grades, work habits, and his teachers' evaluations.

Promotion

A child shall be promoted (moved from one grade level to a higher grade level) when he has attained a reasonable level of proficiency in major disciplines with particular reference to basic communication and computational skills as determined for each individual pupil by members of the professional staff (teachers and Principals).

The method of determining attainment of proficiency levels for appropriate grade level shall be designed by the professional staff and approved by the Board of Education and will become part of "Rules and Regulations" governing promotion. This method shall protect the individual from involved comparisons to a group average of competency level, and from a lack of consideration of variables affecting the pupil's proficiency level.

Retention

Any child not attaining that degree of proficiency for the appropriate grade level shall be considered for retention (that is, retained at the same grade level). Whenever such retention is being considered, the homeroom teacher shall confer with the principal and other staff members involved with the child no later than the end of the third marking period.



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The parent(s) or legal guardian(s) shall be scheduled for a mandatory parent conference to discuss the child's current academic standing. During the conferences, goals will be set for the pupil. No later than the middle of the fourth quarter, another meeting will be scheduled to review the goals and the student's progress. At this time, the parents will be informed of their child's status in relation to promotion or retention.

The Superintendent shall assign to the building Principal the final responsibility for determining the promotion or retention of each student. The Principal's decision will be based on what is considered to be in the best interest of the child.

Influential Criteria to be Considered for Promotion/Retention

1. The achievement of minimum proficiency levels in basic communication and computational skills;
2. Continuous achievement and growth in all program areas commensurate with ability and grade level;
3. The demonstration of social and emotional maturity necessary for a successful learning experience;
4. Ability to do the work of the next grade; and
5. An assessment of whether or not the child will benefit by repeating the present grade.

Criteria for Retention

1. Grades K-1
 - a. Mandatory retention for a student failing Reading or Math.
 - b. Possible retention for a student determined to be socially and/or emotionally unready.

2. Grade 2-5

Mandatory retention for student failing two major subjects or one major and two minor subjects. Failing of two minor subjects is equivalent to failing one major subject.



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3. Grades 6-8

Mandatory retention for student failing two major subjects (Reading, Math, English, Science, and Social Studies) or one major and two minor subjects. Failing of two minor subjects is equivalent to failing one major subject.

Students who fail according to the criteria listed above may attend a state-approved summer school, at parent expense, in order to achieve a passing grade. The summer school course must be approved by the Principal and must contain content which is equivalent to that offered in the Greenwich Township School District. The student must also maintain an acceptable attendance and conduct record. All summer school grades and records will be reviewed by the Principal prior to promotion of the student. Children who are classified as educationally handicapped will be promoted on the successful completion of their Individual Educational Programs.

Procedure for Notifying Parents of Possible Retention

1. The homeroom teacher shall confer with the Principal to discuss a student retention whenever a student's academic performance is indicative of failure (refer to section IV, Criteria for Retention). This may occur at the end of the first, second, or third marking period.
2. After a pupil has been identified as being in danger of being retained, the Principal shall send a letter home to the parents. This letter will summarize their child's academic performance and school attendance, and will inform the parents of a mandatory conference with the specific time and date. The Principal and the teacher (if available) shall meet with the parents to discuss a plan of action to attempt to rectify the problem and set goals for the child to attain. A follow-up meeting will be scheduled at a future date, not later than the middle of the fourth marking period.

Procedure for Notifying Parents of Student's Poor Academic Performance

1. The homeroom teacher shall confer with the Principal to discuss poor academic performance by a student. This may occur at the end of the first, second or third marking period.



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2. After a pupil has been identified as performing poorly in two or more academic areas, the Principal will send a letter home to the pupil's parent(s) or legal guardian(s) advising them of such.

N.J.S.A. 18A:4-24; 18A:35-4.9

N.J.A.C. 6:8-7.1

Adopted: 14 March 2005

