

513 L STUDENT PROMOTIONS, RETENTION, AND PROGRAM DESIGN

I. PURPOSE

The purpose of this policy is to provide guidance to professional staff, parents and students regarding student promotion, retention and program design.

II. GENERAL STATEMENT OF POLICY

The school board expects all students to achieve at an acceptable level of proficiency. Parental assistance, tutorial and remedial programs, counseling and other appropriate services shall be coordinated and utilized to the greatest extent possible to help students succeed in school.

A. Promotion

Students who achieve at levels deemed acceptable by local and state standards shall be promoted to the next grade level at the completion of each school year.

B. Retention

Retention of a student may be considered when professional staff and parents feel that it is in the best interest of the student. Physical development, maturity, and emotional factors shall be considered as well as scholastic achievement. The superintendent's decision shall be final.

C. Program Design

1. The superintendent, with participation of the professional staff and parents, shall develop and implement programs to challenge students that are consistent with the needs of students at every level. A procedure for screening and identifying students for program assignment shall be developed in coordination with such programs. Opportunities for special programs and placement outside of the school district shall also be developed as additional options.
2. The school district will adopt procedures for the academic acceleration of gifted and talented students. These procedures will include how the school district will:
 - a. assess a student's readiness and motivation for acceleration; and
 - b. match the level, complexity, and pace of the curriculum to a student to

achieve the best type of academic acceleration for that student.

III. GRADING, PROMOTION, HONOR ROLL, AND GRADUATION POLICY

A. Elementary Grades

- 1. Pupils must at least be five years of age on or before September 1 to be admitted to kindergarten. Refer to Policy # 500.5L (Early Entrance.)**
- 2. Academic progress will be reported.**
- 3. When beneficial to the students, additional reports will be made to the parents.**
- 4. The basis for promotion in the elementary school shall be:**
 - a. Scholastic achievement, with special emphasis placed upon reading for all grades.**
 - b. Mental ability. (Intellectual maturity.)**
 - c. Social, emotional and physical maturity.**
 - d. All tests shall be used as a guide in determining promotions and retentions.**
- 5. Parents are to be consulted if it is felt necessary to retain a student and notes asking them for a conference are to be sent home not later than the end of the second trimester.**
- 6. The teacher, elementary principal, parents and advisory consultants should hold a staff meeting concerning the retention of a student. The final decision will be made by the school administration after said staff meeting and with consent of parents.**

B. High School

To graduate from high school a student shall have a minimum of 28.5 credits earned in the 9th, 10th, 11th, and 12th grades. A student must meet state requirements, which presently are:

- a. Language Arts: 4.0**
- b. Social Studies: 4.0 credits**
- c. Science: 3.5 credits***
- d. Mathematics: 3.5 credits**
- e. Art: 1 credit**
- f. Other Requirements: 3 credits**
Phy Ed- 9th grade PE and one PE class in grades 10-12 (1 credit total)

Drivers Ed/Careers- 9th grade- students will take careers unit (.25 credit) and drivers training or equivalent coursework (.25 credit)
Health- 10th grade (.5 credit)
FACS- in grades 9-12, Students choose one of three classes in Parenting, Child Development, or family Life (.5 credit)
Technology- in grades 9-12, Students must take an approved technology class (.5 credits)
** .5 credit is earth science earned in the 8th grade*

C. Non-credit:

Peer Tutor shall count toward graduation but will not count for Honor Roll or calculating class rank. Grading for non-credit classes will use a "p" for pass and "f" for fail.

D. Honor Roll:

1. The grading system for class rank purposes and honor roll is as follows:

<i>A</i>	<i>4.0</i>	<i>3.84-4.0</i>
<i>A-</i>	<i>3.67</i>	<i>3.45-3.83</i>
<i>B+</i>	<i>3.33</i>	<i>3.17-3.44</i>
<i>B</i>	<i>3.0</i>	<i>2.84-3.16</i>
<i>B-</i>	<i>2.67</i>	<i>2.45-2.83</i>
<i>C+</i>	<i>2.33</i>	<i>2.17-2.44</i>
<i>C</i>	<i>2.0</i>	<i>1.84-2.16</i>
<i>C-</i>	<i>1.67</i>	<i>1.45-1.83</i>
<i>D+</i>	<i>1.33</i>	<i>1.17-1.44</i>
<i>D</i>	<i>1.0</i>	<i>.84-1.16</i>
<i>D-</i>	<i>.67</i>	<i>.50-.83</i>

2. Trimester honor rolls are computed on the 4.0 point system for all students. Three honor rolls will be employed as follows:

A = 3.84-4.0 A- = 3.45-3.83 B = 3.00-3.44

3. The cumulative record will show the value of class.

4. Any student receiving a "D" or "F" or "incomplete" in any class at the time that the honor roll is computed for publication will not be carried on the honor roll regardless of total average.

5. Special education students shall receive an identical high school diploma granted to all regular education students upon graduation or termination of special education services at age 21, with satisfactory attainment of the I.E.P. program plan objectives.

6. Students who have completed 12 years of attendance, not including

KG-Primary, and lack credits necessary on completion of 12th year to graduate, may return to school and complete requirements for graduation on a succeeding year, or utilize other approved options for attaining necessary credits.

7. *No student will go through commencement exercises if they have not completed all academic requirements.*

E. *Junior High Retention:*

Retention should be considered when a student has failed academic courses to the degree that it is detrimental, in the opinion of the school personnel, for the student to advance to the next grade.

F. *Course Repetition:*

Junior High: No students should be required to repeat more than two credits per year unless they have been retained. The decision as to which classes will be repeated should be made by the Counselor, Principal, student and parent(s), with the Principal responsible for the final decision.

G. *Credit Values:*

All credits earned will be recorded as a value based on length of course, except for college courses. Credit will be given at the rate of .25 per college credit gained.

Legal References: Minn. Stat. § 120B.15 (Gifted and Talented Program)
Minn. Stat. § 123B.143, Subd. 1 (Superintendents)

Cross References: MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)
MSBA/MASA Model Policy 620 (Credit for Learning)