

Promotion/Retention of Students

Code #345.04

The Tri-County Area School District Board of Education believes that in general, all children should be placed at the grade level to which they are best adjusted academically, socially and emotionally. The educational program shall provide for the continuous progress of the children from grade to grade, with the child spending one year in each grade.

On occasion, a student may need additional time in order to benefit fully from the instructional program. For such a student, retention (An act which results in students spending more than nine years in grade K-8) may be helpful. In essence, a small number of children may benefit from spending a second year in the same grade. Retention may, however, have significant ramifications on the life of a student and should, therefore be considered very carefully. Such retention may be considered when:

- A child is achieving significantly below ability and grade level because of an extended illness or absence;
- Retention would have a reasonable chance of benefiting the child; and/or
- A student is recommended for retention by an Individualized Education Plan Team (IEP-Team) of which the student's teacher(s) is a member.

Before a decision to retain a student is made, the building principal and classroom teacher shall ensure that appropriate communication between the District and the parent(s)/guardian(s) has taken place that explains to the parent(s)/guardian(s) the problem area and what effort was made to remediate the learning problems or related difficulties.

If the parent/guardian of a student requests retention in grades Kindergarten through eight, the building principal will follow essentially the same steps as if the classroom teacher(s) generated the request.

The teacher(s), principal, school psychologist and others involved in the process of considering a child for retention shall inform the parents if a recommendation of retention is decided upon by school personnel. Parent/guardian may use the appeal process if there is a disagreement with the final decision regarding retention.

Retention Decision

It is important that a number of factors be weighed when retention is under consideration. Objective evaluation data (as listed below) is to be utilized to help determine the potential degree of success for retainees. Focus should be placed on ratings or objective measures (checklists) which record children's progress stating what the student has and/or has not mastered in relation to the curriculum.

1. Progress reports that focus on rate of growth with normal referenced related age-mates and to grouping within a designated grade.
2. Appropriate communication with the parent/guardian has taken place considering reprogramming and/or retention.
3. Include in the student assessment short-term predictors such as perceptual motor skills, gross motor skills, attending skills, activity level and non disability-related behavior problems.
4. Include in the student assessment long-term predictors such as academic achievement (progress in the core curricular areas as reading, mathematics, language) in relation to district expectations, formal standardized test results administered by the school psychologist, attendance (either due to illness or injury), self-image (perception of self), attitude (feelings about school, feelings about repeating the grade and parent receptivity toward retention), experimental background (knowledge of common objects, verbal expression, own experience or inability to communicate in English), and social/emotional maturity (ability to cope).

Basic Assumptions of Retention

- A student should not repeat a grade more than once (unless there are exceptional circumstances).
- Tutoring or summer education experiences do not necessarily guarantee promotion.

Legal Reference: Sections 118.14, 118.24(2)(a), 118.30, 118.33(6), 120.12(2),
Wisconsin Statutes

Cross Reference: 345.04AR1, Promotion/Retention ... Grades Pre K-3
345.04AR1 Exhibit 2, Student Retention Form
345.04AR1 Exhibit 3, Retention Conference Form
345.04AR1 Exhibit 4, Refusal of Retention Conference Form
345.04AR2, Promotion/Retention Grades 5-7

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