

**SUBJECT: PROMOTION, RETENTION AND ACCELERATION OF STUDENTS**

**DATE OF ORIGINAL POLICY:**

**DATE OF NEXT REVIEW:**

**CANCELS POLICY CODE:**

**REVISION DATE:** November 2003

**JURISDICTION:** Poland Community School; Bruce M. Whittier Middle School

**PHILOSOPHY:**

It is the philosophy of the Poland School Committee that retention is a last resort process that will be utilized when other considerations/intentions have proved unsuccessful.

**POLICY:**

It is the intent of the Poland School Committee that appropriate instruction be offered to all students in a progressive and sequential way. Therefore, the grade placement of each student will be made on an individual basis, understanding that the level of instruction at each grade is not a single level of instruction but rather a series of levels intended to meet the various needs of students assigned to that grade level.

**AMPLIFYING INSTRUCTIONS AND GUIDELINES:**

As far as possible, retention will be decided through conferences involving the principal, teachers, and parents. The guidance counselor and school consultant will participate as appropriate. Parents will be notified as early as possible that retention is being considered, and except in very unusual circumstances, no later than March 15. The principal shall be responsible for making the final decision as to retention and assignment. Parents dissatisfied with this decision may appeal to the Superintendent and the Poland School Committee. Decisions on special education students will be made through the Pupil Evaluation Team process.

The following criteria may be considered in making decisions concerning promotion and retention:

- A. Student achievement
- B. Academic potential
- C. Attendance
- D. Health
- E. Maturity
- F. Physical size
- G. Age in relation to grade placement
- H. Student attitude
- I. Parent concerns
- J. Out-of-school influences
- K. Program options.
- L. Maine Learning Results or State Law

Any necessary retention should take place as early in a student's educational career as possible. Only in unusual circumstances should a child be retained more than once.

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**DELEGATION OF AUTHORITY:**

The Poland School Committee delegates authority to administer this policy to the Superintendent of Schools, who may delegate to the building principal.

**EXCEPTIONS TO THE POLICY:**

Students in Special Education shall be placed in accordance with their Individual Education Program.

**REPORTS:**

None

**DEFINITIONS:**

None

**ATTACHMENTS:**

None

**LEGAL REFERENCE:**

CH. 125.23, B, 5, 1 (Maine Dept. of Ed. Rule)

**CROSS REFERENCE:**

IK - Academic Achievement

**SIGNATURE BLOCK:**

Poland School Committee

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Ike Levine

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DATE

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Peter Bolduc

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DATE

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Jack Conway

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DATE

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Norman Davis

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Laurie Levine

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