

# REGULATION METUCHEN SCHOOL DISTRICT

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Promotion and Retention

## R 5410 PROMOTION AND RETENTION

The following rules are promulgated in accordance with the policy of the Board of Education dealing with the promotion and retention of pupils.

### A. Standards for Pupil Promotion

1. Elementary and Middle Grades (K-8) - A pupil will be promoted to the next succeeding grade level when he/she demonstrates the proficiencies required for movement into the next grade.

### B. Procedures for Pupil Promotion and Retention (K-8)

1. A written copy of promotion standards will be given to all parent(s) or legal guardian(s) and pupils at the beginning of each year.
2. Parent(s) or legal guardian(s) and pupils will be provided a minimum of four (Middle and Secondary), three (elementary) and two (Kindergarten) reports each year as to a pupil's progress towards meeting promotion standards.
3. If a pupil's progress may not be sufficient to meet promotion standards, notification will be made to the parent(s) or legal guardian(s) of the pupil at the end of each marking period or cycle. Consultation with the parent(s) or legal guardian(s) will be offered.
4. In grades K-8, the parent(s) or legal guardian(s), and where appropriate the pupil, will be notified no later than three weeks prior to the end of the year when the possibility of a pupil not being promoted is determined.
5. Classroom teachers, school counselors, and staff members familiar with the pupil may provide input to the Principal who makes the final recommendation concerning the promotion or retention of each pupil.

### C. Procedures for Retention or Social Promotion (K-8)

1. K-4 children will be assessed by the classroom teacher who will recommend promotion or retention.

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### PUPILS

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2. A middle school pupil who fails three or more courses will be retained at his/her present grade level. Courses include all full year and semester offerings. Cycle courses will be combined and the average grade will be used to determine passing grade. For retention purposes, four cycle courses are the equivalent of a full year course.
  - a. A student who fails the last two marking cycles of a full year course will fail for the year.
  - b. A student who fails any three marking cycles will fail for the year.
  - c. A student who fails the last marking cycle of a semester course will fail for the year.
3. A pupil who fails two courses will be retained at his/her present grade level unless he/she successfully completes summer school for at least one of the failed courses, at the expense of his/her parents. It should be noted that all courses are not available as summer school offerings.
  - a. A student who fails the last two marking cycles of a full year course will fail for the year.
  - b. A student who fails any three marking cycles will fail for the year.
  - c. A student who fails the last marking cycle of a semester course will fail for the year.
4. A student who fails math in two consecutive years or fails language arts literacy in two consecutive years will be retained at his/her present grade level.
5. The Principal will review each case and in consultation with school personnel render a final recommendation.
6. An eighth grade student who is recommended for retention may not participate in graduation/promotion exercises.
7. Parent(s) or legal guardian(s) and adult pupils may appeal a promotion/retention decision to the Superintendent whose decision is final.