

Retention of Students**

The Board is dedicated to total and continuous development of each student enrolled. The professional staff are expected to place students at the grade level best suited to them academically, socially and emotionally.

Students will normally progress annually from grade to grade. Exceptions may be made when, in the judgment of the professional staff, such exceptions are in the best education interest of the students involved. Exceptions will always be made after prior notification and explanation to the student's parents, but the final decision will rest with the school authorities.

If it's felt that retention would benefit the student, the following procedure should be followed:

1. Parent Conferences – November
 - a. All parents/guardians of children in grades K through 8th will have a conference in November.
 - b. "At risk" students will be identified by the classroom teacher and shall notify the parent during the November conference. The teacher should inform the Child Study Team of the plan of action agreed on by the parent or guardian and the teacher.
2. Parent Conferences – February
 - a. A February conference will be held for parent/guardians of students "at-risk for retention" which were identified in November. The November plan of action will be reviewed by the teacher and parent or guardian and alternatives noted which may help alleviate the continuation of the student's problems. The teacher will inform the Child Study Team of the new plan of action.
 - b. The parent should be made aware that retention is a possibility at this conference.
3. Parent Conferences – April
 - a. If the teacher feels that retention offers substantial benefits to the student, the following procedure is carried out:
 - (1) The district Retention Form is filled out and signed by the parent/guardian.
 - (2) The Retention Form is reviewed by the Child Study Team and signed by each committee member present.
 - (3) All forms will be completed by June 1.

END OF POLICY

Legal Reference(s):

[OAR 581-022-1130](#)

[OAR 581-022-1670](#)