

## **Lewis Center for Educational Research**

**AR 5123      STUDENTS  
PROMOTION/ACCELERATION/RETENTION**

**Adopted:      September 12, 2022**

**Revised:**

### Acceleration from Kindergarten to First Grade

Any student who meets the age eligibility requirement and has completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Principal or designee agree that the student shall continue in kindergarten.

### Continuation in Kindergarten

Whenever the Principal or designee and the parents/guardians agree that a student shall continue in kindergarten for an additional year, the Principal or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year.

The Principal or designee shall not approve a student's continuation in kindergarten until the student has been enrolled in kindergarten for close to one school year.

### Elementary Promotion and Retention

Teachers will work closely with parents/guardians to determine the best academic placement for students. Each case will be considered individually and will take into account multiple factors to ensure the highest likelihood of future academic success.

### Middle School Promotion and Retention

The following will serve as the guideline for repeating courses and/or a particular middle school grade level:

If one core academic (English, Science, History, Math) is failed in a semester of the school year, the student will not receive credit for that semester of coursework, and may be required to attend summer school.

If two or more core classes (English, Science, History, and Math) are failed in a semester, the student may be required to repeat the school year in the grade in which the courses were failed.

Math courses are sequential and integrated in nature. If a student fails one or two semesters of a middle school math course, they may be required to repeat that course and/or attend a support class the following year. Students may be required to give up their elective class to repeat the course. Successful completion of Math 8 is required to enroll in high school math coursework.

Core academic classes (English, Math, Science, and History) will have a grading scale of A, B, C, D and F. Retention will be considered on an individual basis after thorough dialogue with parents, teachers, and administrators to determine the most appropriate course of action.

### Parental Notifications

The Principal or designee shall also provide a copy of the schools's promotion/retention policy and administrative regulation to parents/guardians who have been notified that their child is at risk of retention.

### Appeal Process

Whenever a student's parent/guardian appeals the school's decision to promote or retain a student, the burden shall be on the parent/guardian to show why the school's decision should be overruled.

To appeal a school's decision, the parent/guardian shall submit a written request to the President/CEO or designee specifying the reasons that the school's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion.

The school shall be provided an opportunity to state orally and/or in writing the criteria on which the decision was based.

Within 30 working days of receiving the request, the President/CEO or designee shall determine whether or not to overrule the school's decision. Prior to making this determination, the President/CEO or designee may meet with the parent/guardian and the teacher. If the President/CEO or designee determines that the parent/guardian has overwhelmingly proven that the school's decision should be overruled, he/she shall overrule the school's decision. The President/CEO or designee's decision is final.

If the final decision is unfavorable to the parent/guardian, he/she shall have the right to submit a written statement of objections which shall become part of the student's record.