

Bath County Middle School

Bath County School District

<p><u>COUNCIL POLICY TYPE</u> <input type="checkbox"/> By-Laws (Council Operations Policies) <input checked="" type="checkbox"/> <u>X</u> Function (School Operational Policies)</p>	<p>Policy Number: <u>21.0</u> Date Adopted/Revised: <u>7/2/13</u> Chairperson Signature: <u>John Slone</u></p>
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Policy Topic:
Retention Policy

Bath County Middle School

A. Criteria for Consideration

1. To be promoted, the student must successfully complete a majority of the required academic subjects and test at proficient levels.

Advancement to the seventh, eight, or ninth grade is automatic when students pass their four (4) core academic classes and two elective classes at proficient levels of 60% or above, successful completion of the K-PREP and meet attendance requirements. Students who fail one or more academic classes for the year would be affected by the following requirement:

In all middle level grades, a student may be placed in the next grade upon recommendation and consideration by the professional staff, administrator(s), and parent or in the case of mitigating circumstances.

B. Time Line for Middle School Grade Placement

1. Before Spring Parent/Teacher Conferences: Principal will review, with teachers, grade placement/retention procedure.
2. October-mid-March: Teacher and counselor will indicate concern to student and parents and will initiate documentation of planned interventions and results. Any concerns must be reflected on report cards and in conference notes with teachers, counselor, student and parents.
3. April: Teachers will notify principal if retention is being considered at the end of the 3rd grading period.
4. Parents will be notified by letter at this time and commitment to the decision for retention.
5. May-June: Decision on promotion or retention is made and student Grade Placement Recommendation is completed unless student commits to summer school. Parents of retained students will be notified by the counselor or the principal as soon as final grades are available.

A parent may appeal their child’s retention by making a written request to the principal. All requests will be considered by a committee made up of the principal, a counselor, and three teachers (to be selected by the principal and approved by SBDM. If a teacher on the committee is a teacher of the child, a new teacher will be selected). The committee will consider input from each student’s teachers and consider factors such as: student age, social and physical maturity, previous retentions, and the best educational placement to ensure academic success for the future. The committee will make a response in writing to the parent with a copy placed in the student’s file.

By statute, the final responsibility for student placements rests with the Superintendent. Parents objecting to the retention of their youngster have a right to appeal such decision to the Superintendent or his/her designee.