

## **Promotion and Retention**

### **CERTIFICATE AND TRANSFERS**

When a pupil in any public school completes the prescribed program of studies of the eighth grade, s/he is entitled to a certificate of completion signed by the teacher. The certificate shall entitle the pupil to admission into any public high school. Any promotions or credits earned in attendance in any approved public school are valid in any other public school. In case a pupil transfers from the school of one district to the school of another district, s/he may not be assigned to a lower grade or course until the pupil has demonstrated that he is not suited for the work in the grade or course to which he has been promoted.<sup>1</sup>

Pupils who transfer from a non-accredited school or home school may be required to take tests from the previous grade to determine grade placement or course credit.<sup>2</sup>

A student who has completed the requirements established by the State Department of Education for a vocational program shall receive a vocational certificate of completion specifying the areas of competence.<sup>1</sup>

### **DIPLOMAS**

Upon successful completion of all state and Board requirements, the student shall receive a diploma indicating graduation from high school.<sup>1</sup>

### **PROMOTION/RETENTION**

Each school shall determine criteria for student progress through the school's program. The criteria shall reflect mastery of state-required capacities and be aligned with the Kentucky Performance Rating for Educational Progress (K-PREP).

A student may advance through the primary program without regard to age if the District determines that s/he has acquired the academic and social skills taught in kindergarten and that advancement would be in his/her best educational interest. Successful completion of the primary program, as determined by methods set out in Kentucky Administrative Regulations, shall be a prerequisite for a child's entrance into the fourth grade.

No student may be retained without prior consultation with the parents and approval of the Principal.

### **BASIS FOR DECISION**

Promotion/retention decisions shall be made only after considering all elements that determine a student's growth and shall be based on consideration of pertinent factors, which shall include, but not be limited to:

- Academic achievement and ability;
- Patterns of current and past academic performance;
- Chronological age and physical development of the student;
- Social and emotional development; and
- Attendance and the probable effect of promotion or retention of the student.

**Promotion and Retention****PARENTAL REQUEST TO RETAIN**

When a parent/guardian requests a student be retained, the Principal and the student's teacher(s) shall consider all pertinent factors. However, the final decision regarding student retention/promotion shall be determined by the Principal in keeping with Board policy requirements.

Because retention of students by schools for athletic purposes is prohibited, retention of a student after the fifth (5th) grade will result in the loss of one (1) year of athletic eligibility during the year of retention.

**APPEALS PROCEDURE**

Parents/guardians wishing to appeal a promotion/retention decision of the building Principal may submit a letter of appeal requesting to confer with the Superintendent. The letter of appeal must be delivered to the Superintendent within ten (10) working days of the building Principal's decision.

The Superintendent will advise the parent/guardian of his/her decision in writing within ten (10) working days of receipt of the appeal.

The parent/guardian may appeal the decision of the Superintendent to the Board. Parent/guardians must request in writing to be placed on the Board agenda ten (10) calendar days prior to the regular scheduled Board meeting. The decision of the Board shall be final.

**STUDENTS WITH DISABILITIES**

In cases which involve students with disabilities, the procedures mandated by federal and state law for students with disabilities shall be followed.<sup>3</sup>

**HIGH SCHOOL STUDENTS**

High school students shall be promoted and classified on the following basis:

Sophomores	5 credits
Juniors	11 credits
Seniors	17 credits

**DOUBLE PROMOTION**

Double promotion refers to the various forms of advancing through materials or grade levels prior to the prescribed time, and it is based upon early mastery such as pre-testing in content and being excused to go on to higher level activities, curriculum compacting or linear acceleration, simultaneous or dual enrollment in courses at different grade levels (including post-secondary), early exit from school, and grade skipping. Students are accelerated in order to provide them with the learning environment in which others are working at a similar academic level; they are accelerated in order to streamline and shorten their course of study by one (1) or more years.

### **Promotion and Retention**

#### **DOUBLE PROMOTION (CONTINUED)**

When considering a student for double promotion by the school council (SBDM), parents or teachers should submit this proposal, in writing, one (1) grading period prior to the school closing for that year. When being considered within one school building, a consensus of all members of that school's council (SBDM), the teachers involved, and the parents of the student must agree upon the recommendation. When two schools are involved, a consensus of the school councils of both schools, the teachers involved of both schools, and the parents of the student must agree upon the recommendation. Their signatures confirm that they are aware the student has mastered all core content areas as designated by the Breathitt County Board of Education and the Kentucky Department of Education.

The student(s) shall meet the following criteria for double promotion, as follows:

- 1) Master all advance courses offered at grade level of the school;
- 2) Score a composite of 23 on the ACT or the equivalent on the SAT as a seventh or eighth grader;
- 3) Obtain three teacher recommendations from teachers at grade level;
- 4) Have scored in the 99th percentile on the Comprehensive Test of Basic Skills;
- 5) Have a distinguished score in a majority of the areas of math, science, language arts, reading, social studies, and writing;
- 6) Have scored 125 on IQ tests (i.e., Otis-Lennon, Ravens IQ, etc.);
- 7) Have met the criteria in the Gifted Student Services Plan (IGP) if an eighth grader or in high school;
- 8) Have had minimal discipline reports; and
- 9) Have the approval of guidance counselor(s) at affected school(s).

#### **REFERENCES:**

<sup>1</sup>KRS 158.140, <sup>2</sup>704 KAR 3:307, <sup>3</sup>P. L. 105-17  
KRS 158.860, KRS 158.031, KRS 158.645, KRS 158.6451  
KRS 158.6453, KRS 160.345  
703 KAR 4:040, OAG 82-473

#### **RELATED POLICIES:**

08.113, 08.222, 08.5, 09.121