

Glassboro Public Schools



MEMO

To: Dr. Mark Silverstein, Superintendent of Schools

From: Danielle M. Sochor, Chief Academic Officer

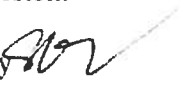
Date: September 13, 2016

Re: Action Memo
September 28, 2016 Board Meeting

Requesting board approval to amend 5410 Promotion and Retention Regulation. The amendment was made to add an attendance component.

Please be advised attendance is critical to sustaining the standards needed at every grade level. Chronic absenteeism can be significantly reduced when the school district, community, and families collaborate to monitor and promote attendance, as well as, identify the causes that prevent students from attending school.

GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY

TO: Mark Silverstein
FROM: Scott Henry 
DATE: August 31, 2016
RE: Agenda Item for September 28, 2016

First Reading – Board Regulation

The following Board Regulation is being submitted to the Board for a First Reading:

1. Regulation 5410 – Promotion and Retention

Attachment

SDH/b

R 5410 PROMOTION AND RETENTION (M)

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

Elementary and Intermediate Grades (PreK-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.

High School (9-12) - A pupil will be promoted to the next grade when he/she has completed, in the current school year, the number of credits required for that grade as indicated in the current High School Pupil Handbook.

B. Procedures for Pupil Promotion

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 three reports each year as to a pupil's progress towards meeting promotion standards.
3. Teachers who determine that a pupil's progress may not be sufficient to meet promotion standards shall notify the parent(s) or legal guardian(s) of the pupil and offer consultation with the parents or legal guardians.
4. In grades PreK-8, the parent(s) or legal guardian(s) and where appropriate the pupil will be notified no later than four weeks prior to the end of the year when the possibility of a pupil not being promoted is determined.
5. **A pupil that has missed 10% of the school year in grades Prek-8 will only be promoted to the next grade level after a parent/teacher/administrative review of his/her achievement based on grade level standards.**
6. Classroom teachers shall provide input to the Principal who makes the final decision concerning the promotion or retention of each pupil.



C. Procedure for Retention or Social Promotion

1. Grades PreK-8 - Classroom teachers must initiate the process by providing to the Building Principal complete forms in accordance with the specified timelines.
2. The Principal will review each case and in consultation with the teacher render a final decision.
3. Parent(s) or legal guardian(s) and adult pupils may appeal a promotion/retention decision to the Superintendent whose decision is final.

D. Guidelines of Acceleration

1. Identification of those pupils who are two or more grade levels above expected performance in the areas of reading, language arts, mathematics, and science.
2. Acceleration would have a reasonable chance of benefiting the child.
 - a. Acceleration would not cause an undue social and emotional adjustment.
3. Notification of parent(s) or legal guardian(s)
 - a. If it appears that acceleration is possible, the parent(s) or legal guardian(s) shall be notified by the Principal in writing, at whatever time in the year it is deemed feasible to do so.
 - b. Relevant records shall be reviewed with the parent(s) or legal guardian(s) by the Principal and classroom teacher(s).
 - c. The Principal shall notify the Superintendent in writing of any pupil who is to be accelerated.
 - d. Parent(s) or legal guardian(s) shall be notified after no more than two weeks of the mutual agreement by parent(s) or legal guardian(s) and school authorities, in writing, of the decision to accelerate.



REGULATION

GLASSBORO
BOARD OF EDUCATION

STUDENTS
R 5410/Page 3 of 3
PROMOTION AND RETENTION (M)

Adopted: 24 February 2010

