



## **BOARD POLICY 345.4**

### **345.4 - Promotion and Retention**

When a student experiences difficulty in school, it is the responsibility of the teacher(s) to inform parents/guardians of problem areas and to make every effort to remediate the learning problems. Teachers will make such efforts before the retention procedure is considered.

Retention in the School District of Fort Atkinson may only be considered for students in grades 4K-8 who meets one of the following criteria:

1. Have been recommended for retention following an IEP team evaluation of which the student's teacher(s) is a member.
2. Cannot meet the basic standards because of extended illness or absence.
3. Have not adequately progressed in the curriculum compared to expectations.
4. Have missed a significant portion of the school year due to illness or other circumstances.

Retention may take place after consideration of pertinent data, consultation with the pupil's teachers, and a conference with the parent/guardian. The final authority to retain a pupil in grades 4K-8 shall rest with the principal. Parents/guardians not in agreement with a decision may appeal with the appeal process of Administrative Rule 112.

Retention shall not be used as a punishment to a child. When it is necessary to retain a child, intervention strategies shall be developed by the child's education planning team and monitored throughout the course of the year.

Legal Ref.: Section 118.33, Wisconsin Statutes

PI 18, Wisconsin Administrative Code

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