

## PROMOTION / RETENTION / ACCELERATION

A. Kindergarten-Grade 5

1. A student who does not attain a passing grade in reading and/or math may be considered for retention.
2. Other factors shall be considered when determining promotion or retention.

These factors are as follows:

- Level of mastery of the Virginia Standards of Learning
- Instructional level of the student, i.e. on or below grade level
- Attendance
- Other academic ability
- Chronological age
- Physical and emotional maturity

B. Grades 6-8

1. A student who does not attain a passing grade in any two of the four core subjects may be considered for retention.
2. Other factors shall be considered when determining promotion or retention.

These factors are as follows:

- Level of mastery of the Virginia Standards of Learning
- Instructional level of the student, i.e. on or below grade level
- Attendance
- Other academic ability
- Chronological age
- Physical and emotional maturity

C. Grades 9-12

1. The total number of high school credits earned within one academic year will determine the grade level classification of the student. Grade level classifications are as follows:
  - Grade 9 Earned Credits 0 - 4.5
  - Grade 10 Earned Credits 5 - 10
  - Grade 11 Earned Credits 11-14
  - Grade 12 Earned Credits 14 or more
2. Earning a specified number of credits is one of several criteria that must be met in order for a student to earn a Virginia high school diploma. The credit

requirements are as follows:

- Advanced Studies Diploma 26
- Standard Diploma 22
- Applied Studies Diploma (available to students identified as having a disability who complete the requirements of their [individualized education programs \(IEPs\)](#) and meet certain requirements prescribed by the Board of Education pursuant to regulations, but do not meet the requirements for any named diploma)

#### D. Acceleration

The guidelines cited below will be followed in implementing Policy IKEB.

1. Composition of the Screening Committee-The screening committee will be composed of the following people:

- Principal
- Instructional Director at appropriate level and/or Asst Supt of Instruction
- Counselor/Academic Advisor as needed
- Teacher in area of proposed acceleration as well as present teacher of subject matter
- Parent/Guardian

#### 2. Referral for Screening

a. A teacher, other professional staff member, or parent/guardian of a student may initiate the process by obtaining a referral form from the principal or central office.

b. The principal initials the form to signify initiation. The parent/guardian is provided a copy.

#### 3. Procedures for Screening

a. The screening committee in the student's school will meet within ten instructional days of referral to consider the educational needs of the student.

b. If data is to be released from other agencies, written permission to obtain such information must be secured from the parent/guardian and the data provided.

c. If individual assessments (KBIT-2, IAS, WISC, WJ, etc.) are to be administered, parents/guardians must be informed of their rights and permission to evaluate must be obtained.

d. The screening committee may meet again in other sessions after meeting the ten-day requirement if additional information is needed to determine the student's educational needs.

e. The committee will review and keep a record of all relevant data to the student's placement including educational and interpersonal/social information.

f. Minutes of the meeting will be filed in the student's permanent record.

g. The committee will make a recommendation regarding proposed acceleration of the student.

h. Notification of the committee's recommendation will be sent to the parent/guardian.

i. Notification of the committee's recommendation and the basis upon which it is made will be forwarded to the division superintendent.

#### 4. Appeal

A parent/guardian who believes the committee decision is not in the best interest of the student may appeal the decision of the screening committee to the Superintendent's Designee appointed for this matter.