

## PROMOTION AND RETENTION OF STUDENTS

The Board of Education is dedicated to the total and continuous development of each student enrolled in the school district. Students will usually progress annually from grade to grade. However, exceptions may be made when such exceptions are in the best interests of the student's academic, social, emotional or physical interests. The Building Principal will make the final determination of a student's grade level placement.

District curriculum guides indicate goals for achievement by the "average" student at each grade level. However, academic growth, like physical growth, does not take place at the same pace or time for all individuals. Certain students may achieve mastery in a shorter period, while others need additional time. Early identification and intervention, promotion and retention are methods of meeting the needs of such children.

The following guidelines shall govern student progression:

### *Early Identification/Intervention*

Classroom teachers are expected to make every effort to identify early those students at risk of failing. The Building Principal and the parents/guardian must be notified promptly if retention is anticipated, and a special support program shall be designed for each child identified as in danger of failing. Such support services may include, but are not limited to, individualized assistance before, during or after the school day; remedial classes; a change in instructional treatment, and, where appropriate, referral to the Committee on Special Education for evaluation.

### *Promotion/Retention*

Elementary level. At the elementary level, students who pass all the basic subjects of Reading, English, Mathematics, Spelling, Social Studies, and Science will be promoted. Students who do not make satisfactory progress in one or more of these basic subjects shall have their cases considered on an individual basis and may be retained.

Middle level. Promotion to the next grade shall be contingent upon passing all major subject areas. Students failing major subjects will be reviewed on a case by case basis by the School Study Team and recommendations, including retention, shall be made.

Secondary level. At the high school level, promotion from one class to the next shall be contingent upon the accumulation of 4 or 5 units of credit at each level.

Academic standards. Building Principals shall be responsible for ensuring that written standards for student progress at each grade level are available to parents and others upon request. Such academic standards are to be annually forwarded to the Superintendent of Schools and Board for information and review.

Retention. A decision to retain shall be arrived at by consensus from a case conference approach involving the teacher, Building Principal, School Study Team, school psychologist, and parent/guardian. Factors to be considered include teacher recommendation; classroom achievement and attitude; standardized test scores; social, emotional and physical development; results of the family conference; and, for identified students, recommendations by the Committee on Special Education. If a consensus cannot be reached, the decision of the Building Principal shall be final.

No student will be retained without an appropriate educational plan defining what will occur that is instructionally different for the student. Once the educational plan has been implemented, the student will be monitored regularly. The educational plan will be revised until the student demonstrates acceptable performance.

Ref: Education Law §§1709; 2503(4); 3202  
8 NYCRR §100.4  
*Isqwith v. Levitt*, 285 App. Div. 833; 137 N.Y.S.2d 497 (1955)  
*Matter of Eckert*, 13 EDR 270 (1979)  
Op. Counsel, 1 EDR 775 (1952)

Adoption date: June 12, 2001

**GRADUATION REQUIREMENTS**  
**Graduating Class of 2002**

Local Diploma		Regents Diploma	
Required Courses	Credits	Required Courses	Credits
English	4	English	4
Social Studies	4	Social Studies	4
Math	2	Math	2
Science	2	Science	2
LOTE	[a]	LOTE [b]	3
Art/Music	1	Art/Music	1
Health	.5	Health	.5
Physical Education	2	Physical Education	2
Sequence/Electives	5	Sequence/Electives	2.5
<b>TOTAL</b>	<b>20.5</b>	<b>TOTAL</b>	<b>20.5</b>

Required Exams	Required Exams [All exams require a score of 65 or above]
English Comprehensive Exam [c]	English Comprehensive Exam
Regents Course 1 Math Exam/Regents Math A Exam [d]	Regents Course 1 Math and Course 2 Exams/ Regents Math A Exam
Regents Global Studies [e]	Regents Global Studies Exam
Regents U.S. History [f]	Regents U.S. History Exam
RCT Science	2 Regents Science Exams
	Regents LOTE Exam [g]

- [a] Students are required to have completed two units of study in a Language Other Than English by the end of their 9th grade year. A unit of study refers to seat time (generally 180 minutes per week) and not credit.
- [b] Students acquiring 5 units of credits in one of the following may be exempt from the Language Other Than English requirement: Art, Music, Business, or Career and Technical Education.
- [c] School districts may choose to accept a passing score of 55 or above to satisfy the requirements for a local diploma. Furthermore, students on an IEP who score below a 55 are entitled to take the RCT Reading and Writing exams. If the scores on the RCT exam is 65 or above, the student thereby satisfies the English Language Arts examination requirement for a local diploma.

- [d] School districts may choose to accept a passing score of 55 or above to satisfy the requirements for a local diploma. Furthermore, students on an IEP who score below a 55 are entitled to take the RCT Math Exam. If the scores on the RCT exam is 65 or above, the student thereby satisfies the Math examination requirement for a local diploma.
- [e] School districts may choose to accept a passing score of 55 or above to satisfy the requirements for a local diploma. Furthermore, students on an IEP who score below a 55 are entitled to take the RCT Global Studies exam. If the score on the RCT exam is 65 or above, the student thereby satisfies the Global Studies examination requirement for a local diploma.
- [f] School district may choose to accept a passing score of 55 or above to satisfy the requirements for a local diploma. Furthermore, students on an IEP who score below a 55 are entitled to take the US History exam. If the score on the RCT exam is 65 or above, the student thereby satisfies the US History examination requirement for a local diploma.
- [g] Students acquiring 5 units of credits in one of the following may be exempt from the Language Other Than English requirement: Art, Music, Business, or Career and Technical Education.

### Major Sequences

Students obtaining either a local diploma or a Regents Diploma must complete a sequence requirement in addition to the required credits and exams noted above as follows:

1. Two 3 unit sequences in Art, Business, Math, Science, the Language Other Than English, Family and Consumer Science, Music, Career and Technical Education --OR--
2. One 3 unit sequence in the areas noted above AND one 5 unit sequence in English or Social Studies --OR--
3. One 5 unit sequence in Art, Business, Language Other Than English, Math, Science, Music, or Career and Technical Education.

**GRADUATION REQUIREMENTS**  
**Graduating Class of 2003**

Local Diploma		Regents Diploma	
Required Courses	Credits	Required Courses	Credits
English	4	English	4
Social Studies	4	Social Studies	4
Math	2	Math	2
Science	2	Science	2
LOTE	[a]	LOTE [b]	3
Art/Music	1	Art/Music	1
Health	.5	Health	.5
Physical Education	2	Physical Education	2
Sequence/Electives	5	Sequence/Electives	2.5
TOTAL	20.5	TOTAL	20.5

Required Exams [c]	Required Exams [All exams require a score of 65 or above]
English Comprehensive Exam	English Comprehensive Exam
Regents Course 1 Math Exam/Regents Math A Exam	Regents Course 1 Math and Course 2 Exams/ Regents Math A Exam
Regents Global Studies Exam	Regents Global Studies Exam
Regents U.S. History Exam	Regents U.S. History Exam
Regents Science Exam	2 Regents Science Exams
	Regents LOTE [d]

- [a] Students are required to have completed two units of study in a Language Other Than English by the end of their 9th grade year. A unit of study refers to seat time (generally 180 minutes per week) and not credit.
- [b] Students acquiring 5 units of credits in one of the following may be exempt from the Language Other Than English requirement: Art, Music, Business, or Career and Technical Education.
- [c] School districts may choose to accept a passing score of 55 or above to satisfy the requirements for a local diploma. Furthermore, students on an IEP who score below a 55 are entitled to take the RCT exams in each designated curriculum area. If the scores on the RCT exams are 65 or above, the student thereby satisfies the examination requirements for a local diploma.
- [d] Students acquiring 5 units of credits in one of the following may be exempt from the Language Other Than English requirement: Art, Music, Business, or Career and Technical Education.

### Major Sequences

Students obtaining either a local diploma or a Regents Diploma must complete a sequence requirement in addition to the required credits and exams noted above, as follows:

1. Two 3 unit sequences in Art, Business, Math, Science, the Language Other Than English, Family and Consumer Science, Music, Career and Technical Education --OR--
2. One 3 unit sequence in the areas noted above AND one 5 unit sequence in English or Social Studies --OR--
3. One 5 unit sequence in Art, Business, Language Other Than English, Math, Science, Music, or Career and Technical Education.

**GRADUATION REQUIREMENTS**  
**Graduating Class of 2004**

Local Diploma		Regents Diploma	
Required Courses	Credits	Required Courses	Credits
English	4	English	4
Social Studies	4	Social Studies	4
Math	2	Math	2
Science	2	Science	2
LOTE	[a]	LOTE [b]	3
Art/Music	1	Art/Music	1
Health	.5	Health	.5
Physical Education	2	Physical Education	2
Sequence/Electives	5	Sequence/Electives	2.5
<b>TOTAL</b>	<b>20.5</b>	<b>TOTAL</b>	<b>20.5</b>

REQUIRED EXAMS [c]	REQUIRED EXAMS [All exams require a score of 65 or above]
English Comprehensive Exam (65 passing score)	English Comprehensive Exam
Regents Math A Exam	Regents Math A Exam
Regents Global Studies Exam (65 passing score)	Regents Global Studies Exam
Regents U.S. History Exam (65 passing score)	Regents U.S. History Exam
Regents Science Exam	2 Regents Science Exams
	Regents LOTE Exam [d]

- [a] Students are required to have completed two units of study in a Language Other Than English (LOTE) by the end of their 9th grade year. A unit of study refers to seat time (average 180 minutes per week) and not credit.
- [b] Students acquiring 5 units of credits in one of the following may be exempt from the Language Other Than English requirement: Art, Music, Business, or Career and Technical Education.
- [c] Except where noted, school districts may choose to accept a passing score of 55 or above to satisfy the requirements for a local diploma. Furthermore, students on an IEP who score below a 55 are entitled to take the RCT exams in each designated curriculum area. If the scores on the RCT exams are 65 or above, the student thereby satisfies the examination requirements for a local diploma.

- [d] Students acquiring 5 units of credits in one of the following may be exempt from the Language Other Than English requirement: Art, Music, Business, or Career and Technical Education.

#### Major Sequences

Students obtaining either a local diploma or a Regents Diploma must complete a sequence requirement in addition to the required credits and exams noted above, as follows:

1. Two 3 unit sequences in Art, Business, Math, Science, Language Other Than English, Family & Consumer Science, Music, Career and Technical Education--OR--
2. One 3 unit sequence in the areas noted above AND one 5 unit sequence in English or Social Studies--OR--
3. One 5 unit sequence in Art, Business, Language Other Than English, Math, Science, Music, or Career and Technical Education.



**GRADUATION REQUIREMENTS**  
**Graduating Class of 2005 and Thereafter**

Regents Diploma

Regents w/Advanced  
Designation Diploma

Required Courses	Credits	Required Courses	Credits
English	4	English	4
Social Studies	4	Social Studies	4
Math [a]	3	Math	3
Science [a]	3	Science	3
LOTE	1 [b]	LOTE [c]	3
Art/Music	1	Art/Music	1
Health	.5	Health	.5
Physical Education	2	Physical Education	2
Sequence/Electives	3.5	Sequence/Electives	1.5
<b>TOTAL</b>	<b>22</b>	<b>TOTAL</b>	<b>22</b>

Required Exams  
[All exams require a score of 65 or above]

Required Exams  
[All exams require a score of 65 or above]

English Comprehensive Exam	English Comprehensive Exam
Regents Math A Exam	Regents Math A and Math B Exam
Regents Global Studies Exam	Regents Global Studies Exam
Regents U.S. History Exam	Regents U.S. History Exam
Regents Science Exam	2 Regents Science Exams
	Regents LOTE Exam [c]

- [a] An integrated course in mathematics/science/technology may be used to satisfy the requirement for a third unit credit in mathematics or science.
- [b] Students are required to have completed two units of study in a Language Other Than English (LOTE) by the end of their 9th grade year. One unit of credit is earned either by passing the state LOTE proficiency exam or earning a unit of commencement level credit in a LOTE.
- [c] Students acquiring 5 units of credit in one of the following may be exempt from the Language Other Than English requirement: Art, Music, Business, or Career and Technical Education.

- Students must also have completed successful sequences in science, math, a second language, music, art or occupational education subjects, as prescribed by Commissioner's Regulations.

Under certain prescribed conditions, students may earn a maximum of six and one-half units of credit for either a Regents or local diploma without completing the above units of study for such units of credit.

1. **IEP Diploma.** Students who have been designated as having a disability must have completed the requirements to receive an IEP diploma or local certificate as specified in the Individualized Education Program (IEP) and approved by the Committee on Special Education (CSE).

An official school diploma will only be issued based upon the completion of the Regents or local diploma requirement.

A high school diploma will represent termination of the district's responsibility to provide additional educational training opportunities as part of the regular day program. Any student earning an IEP diploma or Local Certificate will be informed in writing of his or her right to attend the public schools of the district until one of the following occurs:

1. The student earns a high school diploma.
2. The student attains the age of 21 prior to September first of a school year.

Ref: 8 NYCRR §§100.1-100.7; 100.9  
*Matter of O'Neill*, 29 EDR 297 (1990)

Adoption date: June 12, 2001