

Gervais School District 1

Code: **IKE-AR**
Adopted: 4/14/92
Revised/Readopted: 7/15/93, 5/15/97,
4/19/01, 12/16/04

Retention for Students Grade 1-8**

If a teacher feels it is in the student's best interest to repeat a grade level, the following steps must be taken:

1. By February teachers of retention candidates will have made initial contact with parents;
2. Retention candidates will be referred to the Student Success Team (SST) for staffing and intervention.
3. Following Oregon State Assessment Testing (OSAT) the Student Success Team will reconvene and review student progress and OSAT data. A recommendation will be made regarding student retention. Office retention notice is submitted to building principals.
4. Teacher will meet with parents and present final recommendation of SST.
5. Parent, teacher and principal sign off on final decision.

Date: _____

Student: _____

Present Grade Level: _____

Teacher: _____

After considerable professional deliberation regarding your student's progress, testing results and skill level, the recommendation has been made that _____ remain at his/her present grade level for the upcoming school year.

As was explained to you by your student's teacher, _____'s accomplishments are not meeting the standards of expected achievement for this year in school. This may result in more serious learning difficulties in the future without the recommended retention in his/her present grade level.

Please indicate your support or nonsupport of this recommendation below, and return this form to the school office no later than _____.

- I support the recommendation that my student remain at his/her present grade level for the upcoming school year.
- I do not support the recommendation that my student remain at his/her present grade level for the upcoming school year and require that my student be placed in the next grade level. In requiring this placement I voluntarily agree to assume all risks and/or liability associated with my decision. I voluntarily release the district, its employees, agents and representatives from all risk and/or liability associated with my decision.

(Teacher Signature)

(Principal Signature)

(Parent Signature)

