

PROMOTION AND ATTENDANCE POLICY – GRADES K-8

PROMOTION and RETENTION of STUDENTS

The School Committee is dedicated to the best total and continuous development of each student enrolled. The professional staff is expected to place students at the grade level best suited to them academically, socially, and emotionally.

In evaluating student achievement, each teacher will make use of all available information, including results of teacher-made tests and other measures of skill and content mastery, standardized test results, and teacher observation of student performance. The Principal will direct and aid teachers in their evaluations and review grade assignments in order to ensure uniformity of evaluation standards.

Students will normally progress annually from grade to grade. Exceptions may be made when, in the judgment of the professional staff, such exceptions are in the best educational interest of the students involved. In cases where a student's family would like to seek an exception, the family should schedule a meeting with the building principal, which may include the Superintendent or other school personnel as needed. In all cases, exceptions will only be made after prior notification and explanation to each student's parents/guardians, but the final decision will rest with the building Principal.

ATTENDANCE

The Methuen Public Schools recognizes that regular attendance at school is an important factor in academic success. Students in grades 1 – 8 may not accumulate more than thirty (30) days of absence from school to be promoted to the next grade. This attendance policy may be waived by the Principal in instances of extended medical problems involving the students or, in other extenuating circumstances, subject to the reporting procedures set forth below.

Decisions according to this policy

Each school will develop a promotional council consisting of the Principal, guidance personnel and the student's teacher(s). Each student's profile will be discussed and the appropriate recommendation made. The decision, however, as to whether retention or promotion will take place rests with the Principals. Appeal to the Superintendent of Schools is available to parents. Generally, in an appeal, the Superintendent will assure that procedural requirements have been followed. Under ordinary circumstances, the Superintendent will not substitute his/her judgment for that of the building Principal.

Timely notice

Building Principals will be responsible for seeing that parents are given timely notice regarding their child's risk of retention. This will be done at the end of each term. In giving notice, parents will be informed of the reason the risk exists and will be supplied with a copy of this policy.

Definitions

- Absence...a scheduled school day on which the student is not in attendance, regardless of the reason.

