

900 PROMOTION AND RETENTION

District Wide Standing Policy / Summer School

The Board 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.

Students will 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 and emotional interest of the students involved. Exceptions will always be made after prior notification and explanation to each student's parents, but the final decision regarding school placement will rest with the school principal.

Summer School for Make-Up Credit: In order to qualify to participate in summer school, a student must have a final grade of 60 or better. Students not meeting this criterion may appeal to the school principal for entrance to summer school. In order to successfully pass summer school, a student must earn 75% as a summer school grade and have no more than 2 absences. Students passing summer school will have half of their tuition returned to them after the end of summer school. Students who are removed from summer school due to behavior or excess absences will forfeit their tuition costs.

Upon successful completion of summer school for make-up purposes, passing grades will transfer to the student's academic records at 70%.

901 Woodbridge Early Childhood Education Center Pre-K -2 and Phillis Wheatley Elementary School Grades 3-5

The operational procedures for promotion and retention for the Woodbridge Elementary School shall be as follows:

1. The teachers' professional judgment concerning promotion and retention shall be based on student's competencies, assignments and preparation, daily work habits, attendance and social/emotional behavior. Students must pass 50% of all classes, excluding physical education, and must pass English/Language Arts or its equivalent each school year.
2. A student can be retained once in a grade, but no more than twice during the span from kindergarten through fifth grade. A student will not be retained if he or she has already been retained twice and the retention would cause him or her to be more than two years older than the usual age for his or her grade.
3. Teachers will inform parents well in advance if a student is in danger of being retained. The notification must appear on the report card. Consideration for retention should appear as a comment on the second marking period report card. At the end of the third marking period, a comment reaffirming possible retention and requesting a parent conference should appear on the report card.
4. The teachers shall keep the principal informed of students who will be considered for retention.
5. If the parents object to a proposed retention, a team conference will be held consisting of appropriate teachers, administrators, and other support staff members. In the case of disagreement, the principal or designee will make the final decision.
6. The IEP team will determine promotion for special education students.

902 Woodbridge Middle School, Grades 6-8

The operational procedures for promotion and retention for the Woodbridge Middle School shall be as follows:

1. The teachers' professional judgment concerning promotion and retention shall be based on student's competencies, assignments and preparation, daily work habits, attendance, and social/emotional behavior. A committee consisting of the student's teachers, guidance counselor, and administrator will make promotion and retention decisions.
2. Students must pass English Language Arts, Mathematics, science and social studies to qualify for promotion.
3. A student can be retained once in a grade, but no more than twice during the span from sixth through eighth grade. A student will not be retained if he or she has already been retained twice and the retention would cause him or her to be more than two years older than the usual age for his or her grade. Teachers will inform parents well in advance if a student is in danger of being retained. The notification must appear on the report card. Consideration for retention should appear as a comment on the second marking period report card. At the end of the third marking period, a comment reaffirming possible retention and requesting a parent conference should appear on the report card.
4. The teachers shall keep the principal informed of students who will be considered for retention.
5. If the parents object to a proposed retention, a team conference will be held consisting of appropriate teachers, administrators, and other support staff members. In the case of disagreement, the principal or designee will make the final decision.
6. The IEP team will determine promotion for special education students.

903 Woodbridge High School, Grades 9 – 12

The operational procedures for promotion and retention for the Woodbridge High School shall be as follows:

1. The teachers' professional judgment concerning promotion and retention shall be based on students' competencies, assignments and preparation, daily work habits, attendance and social/emotional behavior.
2. Teachers will inform parents at interim report time if a student is in danger of failing a class. The notification must appear on the report card. Consideration for failure should appear as a comment on the second marking period report card. At the end of the third marking period, a comment reaffirming possible failure and requesting a parent conference should appear on the report card.
3. If the parents object to a denial of credit, a conference will be held consisting of appropriate teachers, administrators, and/or other support staff members. In the case of disagreement, the principal or designee will make the final decision.
4. No more than two (2) summer school credits will be accepted per year. A minimum grade of 60% is required for students to be eligible for summer school. Upon successful completion of summer school for make-up purposes, passing grades will transfer to the student's academic records as 70%. Correspondence courses will not be accepted as eligible credits toward graduation. Students are permitted to take only four (4) James H. Groves courses to be counted toward graduation.
5. Promotion to the next grade is based on credits earned. The following chart is the applicable number of credits needed for promotion:

Woodbridge High School Credit Requirements for Promotion

To be classified a sophomore, a junior, or a senior, a student must have the number of total credits indicated:

Sophomore	Junior	Senior	Graduate
6	12.5	18.5	25
Including English 9 and a Math Credit	Including English 10 and two Math Credits		

Woodbridge High School Graduation Requirements

- Minimum course requirements for graduation are as follows:
 - 4 English,
 - 3 Social Studies,
 - 4 Math, including a Math your senior year
 - 3 Science,
 - .5 Health,
 - 1 Physical Education,
 - 3 Pathway Credits
 - 2 Foreign Language
 - Senior Project

904 Grades K - 12

Each school handbook will contain an explanation of the promotion policy as it applies to that school.

FIRST READING: April 13, 2006
 SECOND READING AND APPROVAL: May 16, 2006
 FIRST READING: July 3, 2007
 SECOND READING AND APPROVAL: August 27, 2007
 FIRST READING: April 16, 2014
 SECOND READING AND APPROVAL: May 7, 2014