

GRADE PLACEMENT, RETENTION AND PROMOTION AND RECORDING AND
REPORTING STUDENT ACHIEVEMENT

I. Purpose and Policy Statement

The Board of Education is responsible for establishing guidelines for student grade placement, retention, and promotion. The Superintendent shall oversee curriculum implementation and ensure that students progress based on academic achievement and developmental readiness.

II. Criteria for Grade Placement, Retention, and Promotion

Decisions regarding student placement, retention, or promotion will be based on multiple measures, including but not limited to:

- Student performance on assessments/diagnostics developed by the District, BOCES, or approved vendors.
- Performance on State-administered standardized assessments (ie. grades 3-8 and Regents).
- Classroom performance, participation, and work habits.
- Social and emotional development.
- Teacher recommendations and observations of student mastery
- Student attendance

For students with disabilities who are instructed using alternate academic achievement standards, appropriate alternate State assessments will be used as per their Individualized Education Programs (IEPs).

III. Student Achievement Recording and Reporting

- Parents/guardians shall receive regular reports on student achievement.
- The District will maintain records of all individual test scores for compliance with State and federal requirements and for diagnostic purposes.
- Scores from State-administered standardized assessments in grades 3-8 shall:
 - Not be included in a student's official transcript or permanent record.
 - Be provided to parents/guardians with a clear notice stating that the scores are for diagnostic purposes only.

IV. Annual Notification

Parents/guardians will be informed of this policy each year through:

- Inclusion in an existing District informational document.

POLICY

INSTRUCTION

8100

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Waterville Central School District

Legal Ref: NYS Education Law §§ 305(45-47), 1709 (Union Free), 1711; 8 NYCRR §§
100.2(l), 100.3(b)(2)(iv), 100.4(b)(2)(v), 100.4(e)(6), 104.3

Adopted: 04/07/98

Revised: 06/14/11, 08/25/15, 03/27/18, 04/29/25*