

Book	Policy Manual
Section	Issue 3 of 2023 September READY FOR OSBA
Title	Promotion and Retention of Students
Code	IKE
Status	

**~~\*\*This is the OSBA sample policy.\*\*~~**

### **Promotion and Retention of Students**

The promotion of each student is determined individually. The decision to promote or retain a student is made on the basis of the following factors. The teacher takes into consideration: reading skill, mental ability, age, physical maturity, emotional and social development, social issues, home conditions and grade average.

Promotion procedures demand continuous analysis and study of the cumulative student case history records. Administrative guidelines must be developed and reviewed and may include the following elements.

1. A student receiving passing grades in the core courses is promoted.
2. A student having failing grades in the core courses at the end of each year is evaluated by the teachers, guidance counselor and principal for placement.
3. No conditional promotions are permitted.
4. A student having failing grades may be assigned to the next higher grade with discretion only with approval of the principal.
5. No student having passing grades, "D" or above, throughout the year is failed.
6. No student should be retained more than twice in the elementary grades, kindergarten through eighth grade.
7. Documentary and anecdotal evidence should be available to justify retention.

Any student who is truant for more than 10% of the required attendance days of the current school year and has failed two or more of the required curriculum subject areas in the current grade is retained unless the student's principal and the teachers of the failed subject areas agree that the student is academically prepared to be promoted to the next grade level.

"Academically prepared" means that the principal, in consultation with the student's teacher(s), has reviewed the student's work and records and has concluded that, in his/her judgment as a professional educator, the student is capable of progressing through and successfully completing work at the next grade level.

Any student, unless excused from taking the third grade reading assessment under Ohio Revised Code Section (RC) 3301.0711, who does not attain at least the equivalent level of achievement as required by RC 3301.0710 on the assessment, is not promoted to fourth grade unless one of the following applies:

1. The student is an English learner who has been enrolled in United States schools for less than three full school years and has had less than three years of instruction in an English as a second language program.
2. The student is a child with a disability entitled to special education and related services under RC 3323 and the student's Individualized Education Program (IEP) exempts the student from retention under this division.
3. The student demonstrates an acceptable level of performance on an alternative standardized reading assessment as determined by the Ohio Department of Education.
4. All of the following apply:
  - A. The student is a child with a disability entitled to special education and related services under RC 3323.
  - B. The student has taken the third grade English language arts achievement assessment prescribed under RC 3301.0710.

C. The student's IEP or 504 plan shows that the student has received intensive remediation in reading for two school years but still demonstrates a deficiency in reading.

D. The student previously was retained in any of grades kindergarten to three.

5. The student received intensive remediation for reading for two school years but still demonstrates a deficiency in reading and was previously retained in any of grades kindergarten to three. Students promoted under this section continue to receive intensive reading instruction in grade four. The instruction includes an altered instructional day that includes specialized diagnostic information and specific research-based reading strategies for the student that have been successful in improving reading among low-performing readers.

**6. A student's parent or guardian, in consultation with the student's reading teacher and building principal, requests that the student be promoted to the fourth grade, regardless of whether the student is reading at a fourth grade level. A student who is promoted at their parent or guardian's request shall continue to receive intensive reading instruction in the same manner as a student retained under this section until the student is able to read at grade level.**

Intervention services are offered to students who are not making satisfactory progress toward the attainment of the statewide academic standards for their grade level.

Any student who has been retained because of results on the third grade English language assessment and who demonstrates during the academic year that he/she now is reading at or above grade level is promoted to the fourth grade pursuant to the District-level midyear promotion policy.

#### Legal References

ORC 3301.07  
ORC 3301.0710  
ORC 3301.0711  
ORC 3301.0712  
ORC 3301.0715  
ORC 3313.608  
ORC 3313.609  
ORC 3313.6010  
ORC 3313.6012  
ORC 3314.03  
ORC Chapter 3323  
OAC 3301-35-04  
OAC 3301-35-06

#### Cross References

AFI, Evaluation of Educational Resources  
IGBE, Remedial Instruction (Intervention Services)  
IGBEA, Reading Skills Assessments and Interventions (Third Grade Reading Guarantee)  
IGCD (Also LEB), Educational Options

**NOTE:** *This policy also applies to community schools.*

*Senate Bill (SB) 316 changed districts' option related to students who don't pass the Third Grade Reading Assessment. These changes go into effect for students who enter the third grade in the 2013-2014 school year.*

*In 2013, SB 21, made additional changes to retention and promotion practices under the Third Grade Reading Guarantee beginning with students who enter the third grade in the 2013/2014 school year. First, students may be excused from taking the assessment if they fall under an exception in Ohio Revised Code Section 3301.0711(C), which addresses alternate assessments determined by the student's individualized educational plan, delayed administration of assessments based on medical reasons or other good cause and English learners. It also extended the time in which English learners can receive an exception to being retained from two full school years or two years of English instruction to three years for both.*

*HB 33 (2023) significantly altered the promotion and retention requirements of ORC 3313.608 by adding a provision in which the parents of students who would ordinarily be required to be retained may request that their child be promoted to the fourth grade anyway. Districts are still required to provide these students with reading intervention services.*

**THIS IS A REQUIRED POLICY**

Legal

[ORC 3301.07](#)

[ORC 3301.0710](#)

[ORC 3301.0711](#)

[ORC 3301.0712](#)

[ORC 3301.0715](#)

[ORC 3313.608](#)

[ORC 3313.609](#)

[ORC 3313.6010](#)

[ORC 3313.6012](#)

[ORC 3314.03](#)

[ORC Chapter 3323](#)

[OAC 3301-35-04](#)

[OAC 3301-35-06](#)