

## **Section 5- Student Policies**

### **5.019 – Student Evaluation for Promotion or Retention**

Elementary and Secondary students will be evaluated for promotion based on homework, testing scores, knowledge of course work requirements and number of hours/days of instruction attended.

High school students will be evaluated for promotion and graduation outlined in the Career and Educational Planning Guide. Promotion will be based on homework, testing scores, knowledge of course work and the number of hours/days of instruction attended.

Progress reports describing the student's academic progress are sent home quarterly. Conferences may be scheduled any time, as needed. Parent/Teacher Conferences will be held yearly.

If administration and teachers feel it is in the student's best interest to be retained, it is a mutual decision between administration, teachers and parents/guardians.

#### **Incomplete Work Due to Illness or Life Changing Events**

Due to illness or other life changing events, a student may receive an "incomplete" grade for a given quarter. This means that a child's classroom assignments have not been completed or that they have not been given to the teacher. The classroom teacher notifies parents and students. A set time is allowed for the child to complete the prescribed class work so that the "incomplete" can be changed on the child's class records. "Failure" will be recorded if class work is not completed by the set date.

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Review Schedule: Every 2 years