

Grade Level

Comments

Reading Level _____

Math Level _____

Language Level _____

Written Work _____

Reason for retention _____

II. Formal Assessment Results

Test used _____ Date Assessment Completed _____

Attach copy of Student Profile results OR outline results _____

III. Previous Attempts to Assist Student (describe frequency)

	Current Year	Previous Year
Special Education		
Speech Therapy		
Tutoring		
Other		

IV. Academic Plan

Describe the academic plan for this student in a retention program including an appropriate time line for completion.

Subject	Academic Plan	Projected Date of completion
Bible		
Language Arts		
Math		
Science		
Social Studies		

V. Parent Participation

Describe parent (s) perceptions and concerns _____

Dates of parent-teacher conferences this year _____

Parent signature from last conference _____

Results of conferences _____

VI. Steps for Retention

Teacher/principal conference Date _____

Teacher/parent conference (most recent) Date _____

Parent Consent Form for Retention completed Date _____

Superintendent of Education review Date _____

Decision _____ Date _____