

Retention Request

Must be completed by April 30 of the school year prior to implementation of the plan.

Name of Student	
School	
Date of Birth	
Age (in years and months)	
Current Grade	
Years in Current School	
Has this student been retained before?	<input type="checkbox"/> Yes Where and When? _____ <input type="checkbox"/> No
Union Adopted Standardized Test RIT Scores	_____ Language Usage _____ Reading _____ Math
Test administered within the last 45 days. (WRAT-4 - Contact Education Office)	Name of test _____ Total Reading _____%ile Total Math _____%ile Composite _____%ile
Current Reading Level	

<p>Specify reason(s) for retention request, i.e.,</p> <ul style="list-style-type: none"> (a) Reading (b) Math (c) Maturity, etc. 	
<p>If Light's Retention Scale was used, attach a copy and summarize the results.</p>	
<p>State your professional evaluation of this student's performance in the present grade, especially focusing on reading and math.</p>	
<p>Comment on:</p> <ul style="list-style-type: none"> (a) Physical size and development (b) Social maturity (c) Emotional maturity 	
<p>Please specify student's instructional needs that are to be reinforced during repeat year. If appropriate, list materials and/or approaches that will be used.</p>	
<p>Reading</p>	
<p>Math</p>	
<p>Other</p>	

School Recommendation	<p>After careful evaluation of this student's needs, we recommend this retention plan.</p> <p>_____</p> <p>Teacher Signature _____ Date _____</p> <p>_____</p> <p>Principal Signature _____ Date _____</p>
Parent Recommendation	<p><input type="checkbox"/> Yes We agree that our child be retained in his/her current grade for the ___ school year.</p> <p><input type="checkbox"/> No We do not want our child to be retained for the following reason(s):</p> <p>_____</p> <p>Parent Signature _____ Date _____</p>
Northern California Conference Recommendation	<p>In accordance with the Pacific Union Education Code, Section C15-120, permission to retain the above-mentioned student is:</p> <p><input type="checkbox"/> Granted</p> <p><input type="checkbox"/> Denied</p> <p>_____</p> <p>Superintendent Signature _____ Date _____</p>



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