

GRADE LEVEL ASSIGNMENT OF STUDENTS

The Merton Community School District is responsible for determining the grade placement of each student enrolled in the district's schools. It is the responsibility of the administration, in consultation with the teaching staff, to determine the appropriate grade placement of each returning, new, transferring or re-entering student. This policy is applicable to all student placements, including but not limited to students entering school for the first time, transferring from another school (public, private or home-schooled), or entering from a state or residential facility.

In determining appropriate grade placement, student records, age, testing information and other pertinent data may be considered. The district may request additional testing by district staff to assist in making a determination of the appropriate grade placement. Parent input is encouraged.

Parents may appeal grade placement decisions to the District Administrator within 30 days of the decision. A final appeal may also be made to the school board after the administrative appeal. Placement of the student will be at administrative discretion while the appeal procedure is being used.

Adopted: October 20, 1997

Reviewed: June 28, 1999

