

**Bay City Public Schools**  
**4th/5th Promotion/Retention for 2018-19 School Year**

**Administratively Placed**

**Student Retention**

**Personal Data:**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_ Birth Date \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Teacher \_\_\_\_\_ Building \_\_\_\_\_ Date \_\_\_\_\_

**School Record:**

Number of years in school \_\_\_\_\_ How many schools? \_\_\_\_\_

Attendance habits/patterns \_\_\_\_\_

Has this student been retained before? \_\_\_\_\_ If so, at what grade level? \_\_\_\_\_

What would you expect the student to gain by repeating this grade?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the student received any intervention services? Tier I II III (circle)

Explain: \_\_\_\_\_

\_\_\_\_\_

Has the student received any special education services? Yes No (circle)

Explain: \_\_\_\_\_

\_\_\_\_\_

What are the academic concerns for retaining or administratively placing this student?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Data Records:**

NWEA RIT Score \_\_\_\_\_ DRA Level \_\_\_\_\_ Comprehension \_\_\_\_\_

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

**I Agree**  **I Disagree**

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_