

PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: July 2, 2012

REVISED:

215-AR-1-FORM-1. STUDENT RETENTION DATA SHEET

Date _____

Student Name _____ Grade _____ Teacher _____

Parent/Guardian _____ School _____

Age: Years _____ Months _____ Sex _____

I. Student Information

Vision Problem _____ Describe _____

Hearing Problem _____ Describe _____

Speech/Language Problem _____ Describe _____

Diagnosed Learning Problem _____ Describe _____

II. Academic Achievement Information

	Standardized Testing (Grade Equivalent _____)	Most Recent Report Card Grade (Grading Period _____)
A. Reading	_____	_____
B. Math	_____	_____
C. Language	_____	_____
D. Work/Study Skills	_____	_____
E. Current Instructional Level, Reading	_____	_____

III. Additional Testing Results

Instrument	Date	Results
_____	_____	_____
_____	_____	_____
_____	_____	_____

IV. Light's Retention Scale

Score: _____ Comments: _____

V. Previous Attempts Recommended to Assist Student:

Recommended?	When?
Implemented?	When?

A. Instructional Support Team? _____

B. Special Ed? _____

C. Speech/Language Therapy? _____

D. Tutoring? _____

E. Remedial Reading? _____

F. PSSA Math? _____

G. PSSA Reading? _____

H. Summer School? _____

I. Previous Retention? _____

J. Other? (Describe) _____

VI. Parent/Guardian Conferences (Include all parentAL contacts, such as telephone conferences, meetings, unscheduled conferences, etc.)

Date	Summary
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

VII. Retention Procedures

A. Teacher notification of principal and counselor: Date _____

B. IST meeting: Date _____

C. Team Decision: Retention _____ Promotion _____

VIII. Notes