

FORT DODGE COMMUNITY SCHOOL DISTRICT  
RETENTION FORM

Date: \_\_\_\_\_

Dear \_\_\_\_\_  
(Parent/guardian Name)

After careful consideration of your child's academic, social, and emotional growth and development, it is the school's recommendation that \_\_\_\_\_ be retained in \_\_\_\_\_ grade for the \_\_\_\_\_ school year. The possibility of such action was discussed with you on the following dates:  
\_\_\_\_\_.

If there are extenuating circumstances that you the parent believe are pertinent to your student, a meeting with the Board should be scheduled to decide the issue.

Sincerely,

Principal

Student's Name: \_\_\_\_\_