

PURPOSE

The purpose of this policy is to cite the standards and processes by which the District shall award credit for academic course work as well as report progress relative to student acquisition of state required content.

OVERVIEW

This policy provides the means by which students are awarded credit in recognition of their acquisition of content concepts. The process by which the District shall recognize academic distinction is also cited herein.

RELATION TO  
ESSENTIAL  
KNOWLEDGE AND  
SKILLS

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that the student's performance indicates the level of mastery of the designated District objectives. The student's mastery level shall be a major factor in determining the grade for a subject or course.

GUIDELINES FOR  
GRADING

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

In accordance with grading guidelines, a student shall be permitted a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade.

GRANTING OF CREDIT

The District shall offer a student the following options to receive course credit for graduation, if all other conditions are satisfied:

1. Passing a one-semester course
2. Two-semester average of a full-year course is greater than or equal to a grade of 70
3. Credit by examination
4. Passing an approved correspondence course

END-OF-COURSE  
ASSESSMENTS

When required by state law, a student's score on the initial end-of-course (EOC) assessment shall count for 15 percent of the student's final grade for the course as reported on the student's transcript. If the final average is equal to or greater than 69.5%, the final average shall constitute the final grade

for the course. If the final average is equal to or less than 69.4%, the EOC examination shall be calculated at 15% for the first semester and second semester, separately. Should one of the two semesters yield an average above 69.5%, credit shall be awarded for the semester.

For graduation, students must achieve a minimum score, as determined by the Commissioner of Education, on an EOC exam. In each STAAR EOC-exam content area, a student is also required to achieve a cumulative score, as determined by the Commissioner of Education, that is at least equal to the product of the number of end-of-course exams administered to the student in that subject. A student must achieve a minimum score on an EOC exam for the score to count towards his or her cumulative score. For purposes of determining a student's cumulative score, the student's highest score on each end-of-course assessment instrument will be used.

Semester grades of yearlong courses shall be calculated at 85%. The first semester grade will be awarded upon completion of the respective EOC exam.

END-OF-COURSE  
SPECIAL EDUCATION

Following approved district guidelines, a student's ARD committee shall determine the type of assessment to be administered and how the score on an EOC assessment shall be used for final course grades, credit decisions, and graduation requirements.

END-OF-COURSE  
RETAKES

Students may retake an EOC exam at any time according to the testing schedule. Students will retake an EOC exam until a minimum score, as determined by the Texas Commissioner of Education, is achieved. If a student retakes an EOC assessment, the District will include the retake score as 15 percent of the final course grade only if the retake score allows a student to gain credit for the course, subsequent retakes will not be included in the calculation of the final course grade.

JUNIOR HIGH  
STUDENTS  
ENROLLED IN  
HIGH SCHOOL  
COURSES

Junior High school students who take a course for high school credit must take the EOC exam related to the course. Students taking the EOC exam will not take a grade-level STAAR test for the related content area. A junior high school student taking an EOC exam course cannot be denied promotion on the basis of EOC exam performance.

TRANSFER  
STUDENTS

Students transferring from home schools, out of district schools, out of state or other national school systems must take the EOC exams for the courses in which they are enrolled and meet the required cumulative core content scores, as de-

terminated by the Commissioner of Education, appropriate for the number of courses taken.

Calculation of grades with EOC assessment scores shall be calculated based on the conversion table.

TEA Performance Standards	Points Assigned in Accordance with EOC 15%
Advanced	15 pts.
Satisfactory	14 pts.
Unsatisfactory	10 pts.

The remaining 85% shall be a calculation of a given student's grade multiplied by .85. The 85% shall be added to the number of points assigned to a student reflective of the percent of content the student answers correctly on a given STAAR-EOC exam.

Scenario 1: A student earns a 98 in a course with an STAAR-EOC examination. The student receives a TEA performance standard of satisfactory on the STAAR-EOC examination.

(Course grade) 98 x (85% of the overall course grade).85 = 83.3

83.3 + (Points Assigned in Accordance with EOC 15%) 14 = (final course grade) 97.3

Note 1: The Final Semester Examination for a course with a STAAR-EOC examination shall be calculated within the 85%.

Notes 2: Should a student not meet the passing standard for STAAR-EOC but obtain .5 or 1.0 credit(s) for the course, the student shall be required to retake the STAAR-EOC examination, only.

PARENT / TEACHER  
CONFERENCE

A conference shall be scheduled at the request of a teacher or a parent anytime during the school year.

GRADING PERIOD  
REPORTS

~~Teachers shall send out~~ Report cards will be sent to parents of a student's performance in each class or subject every nine weeks for elementary campuses and every six weeks for secondary campuses.

ACADEMIC ACHIEVEMENT  
GRADING/PROGRESS REPORTS TO PARENTS

EIA  
(LOCAL)

PROGRESS REPORTS	Teachers shall send three-week and six-week progress reports to parents of a student whose performance is not satisfactory and/or who may be in danger of a failing mark for the grading period.
ACADEMIC DISHONESTY	Students found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.
GRADING SYSTEM	The grading system in District schools shall be based on alpha letters for prekindergarten and kindergarten, and numeric symbols for grades 1–12 with exceptions noted in ELEMENTARY, below. All student records, report cards, and permanent grade labels shall reflect alpha characters for prekindergarten and kindergarten and numeric characters for grades 1–12.
PREKINDERGARTEN AND KINDERGARTEN	Grading designations of “Excellent” (E), “Satisfactory” (S), “Needs Improvement” (N), and “Unsatisfactory” (U) shall be used in all areas for reporting purposes to parents at the prekindergarten and kindergarten levels.
ELEMENTARY	In elementary grades 1–6, achievement in fine arts, health, and physical education shall be reported to parents as follows: “Excellent” (E), “Satisfactory” (S), “Needs Improvement” (N), or “Unsatisfactory” (U).