

ACADEMIC ACHIEVEMENT
GRADING/PROGRESS REPORTS TO PARENTS

EIA
(LOCAL)

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 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 student achievement and that a sufficient number of grades are taken to support the average grade assigned. Guidelines for grading shall be clearly communicated to students and parents.

GRANTING OF CREDIT

The District shall offer a student the following options to receive courses 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

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
(ELEMENTARY)

Teachers shall send out report cards to parents every nine weeks of a student's performance in each class or subject.

GRADING PERIOD REPORTS
(SECONDARY)

Teachers shall send out report cards to parents every six weeks of a student's performance in each class or subject.

PROGRESS REPORTS

Teachers shall send three-week and, **at the elementary**, 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 disciplinary penalties and grade penalties on assignments or tests. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and

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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 other supervising professional employee, taking into consideration written materials, observation, or information from students.

RECORDING FAILING GRADES

At the elementary level, teachers shall record a grade of no lower than 65 in the permanent record for the first nine weeks of school. **At the secondary level, 55 will be the minimum grade awarded for the first six-weeks grading period of a course.**

MAKE-UP WORK

Students shall be permitted to make up assignments and tests after absences. Students shall be allowed one school day for each consecutive absence plus one day to make up assignments and tests. Students shall receive a zero for any assignment or test not made up within the allotted time. [See FDD (LOCAL)]

Teacher(s) may assign additional work to ensure students who have been absent have sufficient opportunity to master the essential knowledge and skills or to meet subject or course requirements. The assignments shall be based on the instructional objectives for the subject or course and may provide greater depth of subject matter than routine make-up work.

UNEXCUSED ABSENCES

The District shall not impose a grade penalty for make-up work after an absence due to suspension.

GRADING SYSTEM

The grading system in District schools shall be based on alpha letters for prekindergarten and kindergarten, and numeric symbols for 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" (EXHIBIT), "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" (EXHIBIT), "Satisfactory" (S), "Needs Improvement" (N), or "Unsatisfactory" (U).