

Students

Grades/Evaluation of Student Achievement - Grades K-12

The Superintendent or designee shall inform teachers of the district's policy regarding grading, including expectations that grades shall be based on factors that directly measure students' knowledge and skills in the content area and shall not include nonacademic factors.

Report cards displaying students' grades in each subject or course shall be distributed to parents/guardians at the end of each grading period. Parents/guardians shall be offered an opportunity to meet with their child's teacher(s) to discuss the grades and strategies to improve their child's performance.

When it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. The conference and/or written report shall be provided no less than fifteen school days prior to the end of the grading period.

Grades K-6

In kindergarten through sixth grade, teachers shall use narrative descriptions with academic achievement levels one (1) through four (4):

- 1 = Far Below Proficient
- 2 = Below Proficient
- 3 = Proficient
- 4 = Advanced

Grades 7-12

In grades seven through twelve, teachers shall use narrative descriptions or written notices with letter grades "A" through "F" to indicate the student's level of achievement and may also furnish examples of student work.

Criteria for determining grades for achievement may include but are not limited to:

- Preparation of assignments, including accuracy, legibility and promptness
- Contribution to classroom discussions
- Demonstrated understanding of concepts in tests/assessments
- Application of skills and principles to new situations
- Organization and presentation of written and oral reports
- Originality and reasoning ability when working through problems

Grades for citizenship and effort shall be reported each marking period where applicable.

Criteria for determining grades for citizenship may include but are not limited to:

- Student obeys rules
- Student respects public and personal property
- Student maintains courteous, cooperative relationships with teachers and fellow students

Criteria for determining grades for effort may include but are not limited to:

- Student takes responsibility for having necessary tools and materials
- Student shows interest and initiative
- Student goes to work immediately and completes assignments
- Student uses free time resourcefully

Grades for Academic Performance

For grades 7-12, grades for academic performance shall be reported for each grading period as follows:

| | | |
|------------|---------------------------|------------------|
| "A" | Outstanding Achievement | 4.0 grade points |
| "B" | Above Average Achievement | 3.0 grade points |
| "C" | Average Achievement | 2.0 grade points |
| "D" | Below Average Achievement | 1.0 grade points |
| "F" | Little or No Achievement | 0 grade points |
| "I" | Incomplete | 0 grade points |

An Incomplete ("I") shall be given only when a student's work is not finished by the end of the grading period because of illness or other excused absence. If not made up within six weeks, the Incomplete ("I") shall become an "F".

For each student in grades 9-12, the Superintendent or designee shall maintain a transcript recording the courses taken, the term that each course was taken, credits earned, final grades, and date of graduation.

Because of the more rigorous nature of advanced placement, honors and concurrent postsecondary courses, students receiving a grade of A, B, or C in those courses shall receive extra grade weighting as follows:

| | | |
|------------|---------------------------|------------------|
| "A" | Outstanding Achievement | 5.0 grade points |
| "B" | Above Average Achievement | 4.0 grade points |
| "C" | Average Achievement | 3.0 grade points |

Grades for Physical Education

No grade of a student participating in a physical education class may be adversely affected due to the fact that the student, because of circumstances beyond his/her control, does not wear standardized physical education apparel.

Student performance in high school physical education courses shall be based upon evaluation of the student's individual progress, attainment of goals in each instructional area, tests designed to determine skill and knowledge, and physical performance tests.

Grades for College Courses

When the district has approved a student to receive district credit for coursework completed at a community college or four-year college, he/she shall receive the same letter grade as is granted by the college.

Unexcused Absences

Teachers who choose to withhold class credit because of excessive unexcused absences shall so inform students and parents/guardians of such a possibility at the beginning of the school year or semester. When a student reaches the number of unexcused absences as defined as excessive in Board policy, the student and parent/guardian shall again be notified of the district's policy regarding excessive unexcused absences.

The student and parent/guardian shall have a reasonable opportunity to explain the absences.

If a student receives a failing grade because of unexcused absences, school records shall specify that the grade was given because of excessive unexcused absences.

Grades for a student in foster care shall not be lowered if the student is absent for any reason specified in Education Code 49069.5.

Grade Point Average

The Superintendent or designee shall calculate each student's GPA using the grade point assigned to each letter grade in accordance with the scale as described in the section "Grades for Academic Performance" above. The grade points for all applicable coursework shall be totaled and divided by the number of courses completed. When plus or minus designations are added to letter grades, they shall not be considered in determining GPA.

Withdrawal from Classes

A student or parent may initiate a drop request for a course during the first 15 school days of the semester/term without any entry on his/her permanent record card. A student who drops a course after the first 15 school days of the semester/term shall receive an "F" grade on his/her permanent record which will be included in the calculation of the GPA, unless otherwise decided by the principal or designee because of extenuating circumstances.

Request for Review/Change of Quarter or Semester Grade

Students or parents who wish to review or challenge a quarter or semester grade must file that request with the teacher in question and the school registrar within the first five (5) school days upon the student's return to school from the most recent school break or grading period. Teachers will have five (5) school days after the request is made to review the challenge and report a final decision to uphold, adjust or correct the grade to the parent and the school registrar.

This excludes:

- 1) Obvious and verifiable errors discovered beyond the five-day deadline by the student/parent, teacher, or school registrar;
- 2) Grade changes related to AP exam results; and
- 3) The correction of omissions or errors if the reason is due to circumstances beyond the student or teacher's control.

Rule

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