

Administrative Regulation**GRADES/EVALUATION OF STUDENT ACHIEVEMENT****AR 5121
Students**

Grades for achievement shall be reported for each making period as follows:

Grades K-3

- 4 ABOVE STANDARDS – Exceeds grade level expectations
- 3 AT STANDARD – Appropriate for grade level
- 2 APPROACHING STANDARD – Requires additional practice
- 1 BELOW STANDARD – Limited understanding of concept

Grades 4-6

- 4 ADVANCED/ABOVE STANDARD – Exceeds standards by exhibiting these behaviors: *Consistently does high quality work *Has strong knowledge and understanding of the subject *Uses a well-developed vocabulary *Uses a wide range and variety of books, tools and materials *Demonstrates originality and initiative in problem solving
- 3 PROFICIENT/AT STANDARD – Regularly meets standards by exhibiting these behaviors: *Is thorough and accurate *Has knowledge and understanding of the subject *Can draw information from a variety of sources *Can utilize good problem solving skills *Has a good working vocabulary in the subject area
- 2 BASIC/APPROACHING STANDARD – Partially meets standards: *Is generally thorough and accurate *Has a developing knowledge of the subject *Is developing independence but requires some teacher guidance *Uses an appropriate vocabulary *Does what is required
- 1 BELOW BASIC/BELOW STANDARD – More time and practice needed to meet grade level standards: *Willing to attempt what is required *Frequently requires assistance
- 0 FAR BELOW BASIC/BELOW STANDARD – Lack of effort has resulted in performance not reaching standard

Grades/Evaluation of Student Achievement (Continued)

Grades 7-12

A = (90-100%) Outstanding Achievement, 4.0 grade points; B = (80-89%), Above Average Achievement, 3.0 grade points; C = (70-79%) Average Achievement, 2.0 grade points; D = (60-69%), Below Average Achievement, 1.0 grade point; F = (0-59%), Little or No Achievement, 0 grade points; I = Incomplete, 0 grade points.

Whenever 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 (Education Code 49067)

Secondary teachers shall use the district-provided, online grade book and parent/student access tools regularly to post assignments and scores of students in secondary courses. Those postings will include all applicable weights and formulas used to determine the grade in progress. Assignments shall be posted and grades brought up-to-date every 2 weeks.

If a secondary teacher shall fail to update grades within the 2 week period, students or parents may petition the principal or designee to waive any late assignment penalty or exclusion. Consideration will be given to teachers in classes that are project/product based, whose grades may not see any changes over two weeks.

Site principals may designate specific courses as exempt from the requirement to post all assignment scores if the intended course design does not rely on periodic measures.

(cf 5123 – Promotion/Acceleration/Retention)
(cf 5124 – Communication with Parents/Guardians)

An Incomplete is given only when a student's work is not finished because of illness or other excused absence. If not made up within 10 days, the Incomplete 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.

Grades for Physical Education

No grade of a student participating in 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. (Education Code 49066)

Grades/Evaluation of Student Achievement (Continued)

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.

(cf 6142.7 – Physical Education)

Grades for Citizenship and Effort

Grades for citizenship and effort shall be reported each marking period as follows:

Grades K-6

S = Demonstrates strong performance in this area

P = Demonstrates appropriate progress in this area

N = Needs improvement in this area/Not reported at this time

Grades 7-12

May be reflected in comments

Pass/Fail Grading

The Superintendent or designee may identify courses or programs for which students may earn a Pass or Fail grade instead of an A-F grade.

Students who receive a Pass grade shall acquire the appropriate semester units of credit for the course. The grade shall not be counted in determining class rank, honors list, or membership in the California Scholarship Federation. Students who receive a Fail grade shall not receive credit for taking the course.

Peer Grading

At their discretion, teachers may use peer grading of students tests, papers and assignments as appropriate to reinforce lessons.

(cf 5125 – Student Records)

Grades/Evaluation of Student Achievement (Continued)

Repeating Classes

With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. Both grades received shall be entered on the student's transcript.

This highest grade received shall be used in determining the student's overall grade point average.

Withdrawal from Classes

A student who drops a course during the first three weeks of the semester may do so without any entry on his/her permanent record card. A student who drops a course after the first three weeks of the semester shall receive a W/F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

Absences from School

The student and parent/guardian shall have a reasonable opportunity to explain absences. (Education Code 49067)

If a student receives a failing grade because of unexcused absences, the student's record shall specify the grade was assigned because of excessive unexcused absences. (Education Code 49067)

(cf 5125 – Student Records)

Grades for a student in foster care shall not be lowered if the student is absence from school due to either of the following circumstances: (Education Code 49069.5)

1. A decision by a court or placement agency to change the student's placement, in which case the student's grades and credit shall be calculated as of the date the student left school.
2. A verified court appearance or related court-ordered activity.

Grades/Evaluation of Student Achievement (Continued)

Grade Point Average

The Superintendent or designee shall calculate each student's GPA using the grade points assigned to each letter grade in accordance with the scale described in the section "Grades for Achievement" above. The grade points for all applicable coursework shall be totaled and divided by the number of courses completed.

When plus and minus designations are added to letter grades, they shall not be considered in determining GPA.

Second Reading/Adoption:
January 20, 2015

CALAVERAS UNIFIED SCHOOL DISTRICT
San Andreas, California