

## **Students**

### **GRADES/EVALUATION OF STUDENT ACHIEVEMENT**

**AR 5121**

Written 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.

*(cf. 6020 - Parent Involvement)*

Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher/counselor shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. (Education Code 49067)

*(cf. 5123 - Promotion/Acceleration/Retention)*

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.

*(cf. 5125 - Student Records)*

*(cf. 6146.1 - High School Graduation Requirements)*

### **Grades for Achievement**

Progress towards standards will reflect what the student has been taught during that grading period. A student may achieve mastery at any time during the school year.

Transitional Kindergarten student's reports will be reported as follows:

M	Mastery
P	Progressing
E	Emerging
I	Initial
X	Not Yet Taught

In grades K-12, criteria for determining grades for achievement may include, but are not limited to:

1. Preparation of assignments, including accuracy, legibility and promptness
2. Contribution to classroom discussions

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3. Demonstrated understanding of concepts in tests and other assessments
4. Application of skills and principles to new situations
5. Organization and presentation of written and oral reports
6. Originality and reasoning ability when working through problems

For grades K-5, students' level of progress shall be reported as follows:

AD Advanced: The student consistently exceeds standards as demonstrated by a body of evidence that shows depth of understanding and flexible application of grade-level concepts.

PR Proficient: The student consistently meets standards as demonstrated by a body of evidence that shows independent understanding and application of grade-level concepts.

BA Basic: The student occasionally meets standards as demonstrated by a body of evidence that shows incomplete/inconsistent understanding and application of grade level concepts.

BB Below Basic: The student rarely meets standards as demonstrated by a body of evidence that shows minimal understanding and application of grade-level concepts.

X Not Yet Taught/Not Assessed

For grades 6-12, grades for achievement shall be reported for each grading period to indicate the student's level of achievement as follows:

A	Advanced	4.0 grade points
B	Proficient	3.0 grade points
C	Basic	2.0 grade points
D	Below Basic	1.0 grade points
F	Far Below Basic	0 grade points
I	Incomplete	0 grade points
NG	No Grade	0 grade points
NP	Not Passing	0 grade points
P	Pass	0 grade points
W	Withdrawn	0 grade points
W/F	Withdrawn/Fail	0 grade points

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An Incomplete shall be given only when there is insufficient evidence of mastery because of illness or other excused absence. If not made up within six weeks, the Incomplete shall become an F.

### **Advanced Placement/University of California Approved Honors and International Baccalaureate Courses**

Because of the more rigorous nature of Advanced Placement, International Baccalaureate, and University of California approved honors courses, 11-12, students receiving a grade of A, B, or C in those courses shall receive extra grade weighting as follows:

A	Advanced	5.0 grade points
B	Proficient	4.0 grade points
C	Basic	3.0 grade points

*(cf. 6141.5 - Advanced Placement)*

*(cf. 6172 - Gifted and Talented Student Program)*

*(cf. 6172.1 - Concurrent Enrollment in College Classes)*

Grade Point Average will be reported on the transcript in three categories:

- University of California/California State University weighted a – g grades (10<sup>th</sup> -12<sup>th</sup>)
- University of California/California State University unweighted a – g grades (10<sup>th</sup>-12<sup>th</sup>)
- 9–12 GPA (unweighted)

Weighted grades will not be used in determining Valedictorian or Salutarian status.

Weighted grading and GPAs will begin with the class of 2017.

### **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. (Education Code 49066)

*(cf. 6142.7 - Physical Education)*

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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. (5 CCR 10060) PE course grades are reflective of individual student progress towards their goals.

High school students using interscholastic athletic participation to fulfill physical education requirements, as authorized by Education Code 51242, may be graded on this participation provided that a teacher credentialed to teach physical education supervises this participation and assigns the grade.

*(cf. 6145.2 - Athletic Competition)*

#### **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.

#### **Grades for Citizenship, Study Skills, and Effort**

Grades for citizenship, study skills, and effort shall be reported as follows:

- O Outstanding
- S Satisfactory
- N Needs Improvement
- U Unsatisfactory (Requires documentation that teacher has made all reasonable efforts to notify parents.)

#### **Pass/Fail Grading (9-12)**

The Superintendent or designee may identify courses or programs for which students may, with parent/guardian permission, elect to earn a Pass or Fail grade instead of a letter 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 or grade point average, honors list, or membership in the California Scholarship Federation. Students who receive a Fail grade shall not receive credit for taking the course.

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#### **Peer Grading**

At their discretion, teachers may use peer grading of student tests, papers, and assignments as appropriate to reinforce lessons. Students will not enter any grades into the system.

#### **Repeating Classes (9-12)**

With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade if original grade is a D or below. Both grades received shall be entered on the student's transcript, but the student shall receive credit only once for taking the course. Students will not receive credits for the same course twice.

The highest grade received shall be used in determining the student's overall grade point average (GPA).

#### **Withdrawal from Classes**

A student who drops a course during the first five weeks of the grading period may do so without any entry on his/her permanent record card, provided permission is granted by Principal or designee. A student who drops a course after the first five weeks of the grading period shall receive an F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

#### **Effect of Absences on Grades (9-12)**

When a student adds a course, the grade represents the student's work from the day he/she enters the new class.

The student and parent/guardian shall be notified and informed of the district's policy regarding excessive unexcused absences.

If the absence is not verified as excusable within three days, it shall be recorded as unexcused. The person receiving any explanation of the absence by the parent/guardian shall make a record of this explanation and the date when it was given.

*(cf. 5113 - Absences and Excuses)*

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

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

Grades for a student in foster care shall not be lowered if the student is absent 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 credits shall be calculated as of the date the student left school.
2. A verified court appearance or related court-ordered activity.

*(cf. 6173.1 - Education for Foster Youth)*

### **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.

The ability to participate in extra curricula activities will be affected when a student's GPA is less than 2.0 at each five week reporting period unless granted a probation period.

*(cf. 5126 - Awards for Achievement)*

*(cf. 6145 - Extracurricular and Cocurricular Activities)*

### **Regulation**

**Approved:** November 14, 1995

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### **PASADENA UNIFIED SCHOOL DISTRICT**

Pasadena, California