

Iroquois School District

**Grading Policy**

*(Adopted: 05/11/71)*

*(Revised: 09/17/02)*

**GRADE LEVELS KINDERGARTEN THROUGH GRADE 2:**

1. In Kindergarten, report cards will be issued at the end of each semester.
2. In Grades 1 and 2, report cards will be issued at the end of each nine-week period.
3. Grades Kindergarten through sixth grade will not conduct final course exams.

**Grading System:**

Kindergarten:

Checklists of observable skills/behaviors in the areas of social/emotional development, work habits, practical skills, math, reading, and writing. (Skills/behaviors in math, reading, and writing based on PSSA Curriculum Standards for Kindergarten.)

Grading Scale:     1 - Consistently  
                          2 - In progress  
                          3 - Emerging  
                          4 - Not yet

Grades 1 and 2:

Assessments used to determine regular subject grades will include formal end of unit/chapter tests, daily classroom work, and teacher observation.

Grade Scale:       O - Outstanding  
                          S - Satisfactory  
                          N - Needs to Improve  
                          \* - Learning Support grade

Special Subjects:  
(Art, Music, Library,  
Physical Education)

Special Subject grades for Grades K-2 will be issued at the end of each semester. Assessments will consist of checklists of observable skills/behaviors:

Grading Scale:     Most of the time  
                          Sometimes  
                          Seldom

## **GRADE LEVELS KINDERGARTEN THROUGH GRADE 2 . . . (continued):**

### Parent/Teacher Conferences:

Parent/teacher conferences may be scheduled anytime during the school year at the request of parent or teacher. School-wide parent/teacher conferences will take place following the first and third quarters.

### Promotion Philosophy:

The natural sequence of progress in Grades K-2 for the majority of students should take three (3) years, one year for each grade level. However, there may be instances when retention in a grade might be beneficial to a student.

1. A student of average or better, scholastic ability who, because of lack of maturity, has not achieved on a level commensurate with his/her ability. (In such instances, the final decision rests with the parent.)
2. A student whose parents feel that retention will provide their child the opportunity to attain a higher level of academic achievement.
3. In no instance should a child be retained more than one grade level during Kindergarten through Grade 2.

## **GRADE LEVELS 3 THROUGH 12:**

### Grades:

1. Semester class grades are issued as follows:

Grading Period 1	Recorded on Permanent Record
Grading Period 2	Recorded on Permanent Record
Final Test	Recorded on Permanent Record
Final Grade	Recorded on Permanent Record

2. Quarter class grades are issued as follows:

Grading Period 1	Recorded on Permanent Record
Final Test	Recorded on Permanent Record
Final Grade	Recorded on Permanent Record

3. Year-long class grades are issued as follows:

Grading Period 1	Recorded on Permanent Record
Grading Period 2	Recorded on Permanent Record
Grading Period 3	Recorded on Permanent Record
Grading Period 4	Recorded on Permanent Record
Final Test	Recorded on Permanent Record
Final Grade	Recorded on Permanent Record

- \* Grades Kindergarten through sixth grade will not conduct final course exams.

## GRADE LEVELS 3 THROUGH 12 . . .(continued):

### Grading System:

1. The secondary grading scale will be as follows:

A	=	100 - 93	Superior
B	=	92 - 85	Good
C	=	84 - 77	Average
D	=	76 - 70	Below Average
F	=	69 - 0	Failing
I	=		Incomplete
M	=		Medical
S	=		Satisfactory (Used Only for Graduation Project Portfolio)
U	=		Unsatisfactory (Used Only for Graduation Project Portfolio)
2. Included in each grading period are daily contributions, homework, projects, papers, tests, etc. Staff are required to post course requirements and the manner in which the grade will be determined. Teachers should make an effort to indicate what portion of the grade will be subjective.

### Attendance:

1. Legal Absence - Students have three (3) days to submit an excuse for a legal absence. Work missed due to legal absences should be made up within one (1) day for each legal absence day unless special circumstances as determined by the teacher/administrator dictate otherwise.
2. Illegal Absence - Failure to submit a legal excuse within three (3) days of the absence will be declared unexcused or unlawful. A student will have one (1) day for each illegal absent day to make up any graded work assigned during an unexcused absence.
3. If a student is absent from a class due to a legal or illegal tardy, he/she has one (1) day to make up graded work assigned.

### Incomplete Grades:

Incomplete grades are granted exclusively for illness or special circumstance, not for neglect or laziness, which has prevented completion of assigned work. Incomplete grades must be removed ten (10) days after the applicable grading period. An "F" will replace grades not made up, unless special arrangements have been made with the high school office by the parents. Incomplete grades cannot be issued for the final grading period.

### Medical Grades:

If a student is unable to participate safely or successfully in a regular course of study, a medical grade may be issued if proper documentation and approval are acquired. A student will receive an earned credit for the course but no quality grade points or attempted credit.

## **GRADE LEVELS 3 THROUGH 12 . . .(continued):**

### Cheating:

Cheating is defined to include the giving, receiving, offering or soliciting of information in an examination; plagiarism, collusion, or other forms of scholastic dishonesty. Any student suspected of cheating on examinations or other school work shall be required to surrender the papers in question immediately and have a conference with the teacher. A conference between student and teacher will be scheduled in order to determine the disposition. Administration will be notified and at their discretion may be part of the disposition conference.

### Final Tests:

Final tests are mandatory for all classes unless prior approval is given by the administration for an alternative. Final tests cannot be counted for more than 1/5 of the final grade for a year-long class, more than 1/3 of the final grade for a semester class, or more than 1/2 of the final grade for a quarter class.

### Averaging Grades:

All final grades will be determined through e-class grades by averaging the percents not the letter grades.

### Electronic Grade Book:

All grades must be kept electronically using e-class grades. Instructors with special circumstances in their classes need to meet with the technology director and/or administration to address any special situations.

### Class Rank:

Class rank is determined by the course credit and points associated with the letter grade.

### Failing Grade and Grade Improvement through Summer School:

A student who has failed a subject may remove that failure by repeating the course during an approved summer school session. Students failing and not repeating the course through an approved summer school may repeat the class at IHS providing it can be scheduled. Students are only permitted to repeat a course one (1) time at IHS.