

## INSTRUCTION

### Grading and Progress Reports

The cooperation of school and home is vital for the growth and education of students. The Board recognizes the district's responsibility to keep parents informed of student welfare and academic progress in school.

The superintendent or designee will establish a system of reporting student progress and will require all staff members to comply with such a system as part of their teaching responsibility. The district will issue grades and written or electronic progress reports and provide opportunities for parent conferences to serve as a basis for continuous evaluation of the student's performance and determining changes that should be made to effect improvement. These reports will be designed to provide information that will be helpful to the student, parents, teacher, and counselor. Grades will be updated in a regular and timely manner to enable parents/families to monitor the real-time progress of their student. Families can expect grades to be updated approximately every two weeks and will be informed if their student's academic progress is such that it could threaten the student's ability to be promoted to the next grade level or earn credit.

The district will comply with the marking/grading system incorporated into the statewide standardized high school transcript. Secondary students' grade points will be reported for each term, individually and cumulatively.

Principals have the final approval of any grading system used in their building. Grading systems should be consistent within a grade level within a building and within a course within a building. If a building-wide grading system is to be adopted, principals will solicit input from teachers during its development. Principals will provide details of the proposed grading system to the building's teachers for review and provide an opportunity for feedback to be given prior to adoption and implementation. Building-wide grading systems are subject to district approval.

At the beginning of each term, teachers will specify in writing the student learning goals or standards for their respective courses. If participation is used as the basis of mastery of a goal or standard, a student's grades may be adversely affected for failure to attend or participate, provided on that day there was a graded participation activity. If the teacher does not advise students in writing, the teacher may not use attendance and participation in the grading process. Students who feel that attendance or tardiness factors have been unfairly applied may appeal to the principal to determine a resolution.

Course grades will be earned from individually completed assessments. Group scores will not be included in the grade. Grades should represent academic work only and will not include credit for non-academic tasks such as bringing school supplies, donating food or clothing, returning progress reports, or completing other paperwork.

Legal Reference:      RCW [28A.150.240](#)      Certificated teaching and administrative staff as  
accountable for classroom teaching - Scope -  
Responsibilities - Penalty.

RCW [28A.600.030](#)      Grading policies – Option to consider attendance.

RCW [28A.635.060](#)      Defacing or injuring school property – Liability of  
pupil, parent, or guardian – Withholding diplomas  
– Suspension and restitution – Community service  
program as alternative – Publication of  
information on withheld diplomas – Student rights  
protected.

[Chapter 392-210](#) WAC      Student Testing and Evaluation - Washington  
State Honors Award Program

[Chapter 392-415](#) WAC      Secondary Education - Standardized High School  
Transcript

Adopted:      May 21, 1990  
Amended:      April 28, 1993  
Amended:      August 15, 2012  
Amended:      June 21, 2023  
Amended:      May 22, 2024