



STUDENT GRADES

Purpose of Student Grades

Grades are a mechanism used by teachers to clearly, accurately, consistently, and fairly communicate learning progress to students, parents, and prospective employers. The grade a student earns should clearly and consistently reflect a student's level of preparedness to successfully continue their education or enter the workforce.

Student Responsibility

In order to receive a grade, it is the student's responsibility to complete course requirements, return all school-owned books and equipment or pay for the same, and pay all tuition, fees, and any other indebtedness.

Grading Scale and Percentages

1. All course and program grades will be entered and calculated in the district designated gradebook. The district may offer more than one approved gradebook for teachers to use.
2. The following criteria will be used for the assignment of letter grades, grading scales, and percentage grades for students:

A	100-90%	(or point equivalent)
B	89-80%	(or point equivalent)
C	79-70%	(or point equivalent)
D	69-60%	(or point equivalent)
F	59-0%	(or point equivalent)
NC	No Credit	
3. Each teacher's grading criteria and expectations will be stated in the program handbook and/or course syllabi. All program handbooks and course syllabi will be accessible to students and campus administration.
4. Special grading scales may be used in some programs that have specific regulatory and/or accreditation requirements for grading. These requirements will be stated in the program handbook and/or course syllabus.

Gradable Events

1. Gradable events will be established by the teacher and may include but are not limited to:
 - a) Technical Skills
 - b) Written Work
 - c) Tests
 - d) Projects
 - e) Work Based Learning
 - f) Virtual Assignments
 - g) Professional Assessments
 - h) Employability
2. Teachers will be required to have an average of two (2) gradable events per week beginning with the third week of each semester, with no less than thirty-two (32) gradable events per semester.
3. Teachers will be required to record grades in the designated district approved gradebook for all students within two weeks of receiving the assignment from the student.
4. For teachers with extenuating circumstances or for teachers that have project-based learning assignments that are designed to take a week or longer for the student to complete, a teacher may be temporarily excused from the two grade per week average when requested through teacher's immediate supervisor.
5. Nothing in this policy shall prevent a teacher from exceeding, having or recording more than two gradable events per week.

Attendance Impact on Grades

It is the responsibility of the student to contact the instructor and make arrangements to complete work missed. No penalty will be assessed if work is made up in the required time frame. The normal time frame is considered to be one (1) day for each day missed. In situations which require more time due to the nature of the program, the instructor is to set the date when make-up work is due.

Student Progress

A student who fails to make satisfactory progress, as outlined in Policy #522, will be placed on scholastic probation as outlined in that policy.