

## R 2624 GRADING SYSTEM

### A. Purpose of Grading

1. Grading is introduced, implemented and sustained as formative in nature to foster the process of learning based on the standards and goals of the curriculum;
2. Grades acknowledge a student's demonstrated level of knowledge, understanding, skill and disposition related to locally established learning goals and objectives for grade and/or content requirements set forth by the New Jersey Core Curriculum Content Standards and including:
  - a. School and class attendance, active participation and engagement during daily lessons;
  - b. Regular contribution to discussions;
  - c. Prompt, thorough, accurate, and neat preparation of assignments;
  - d. Performance on tests and assessments;
  - e. Display of an initiative to learn and an adequate level of preparedness;
  - f. Attention to the need for appropriate tools and materials for learning;
  - g. Cooperation with the established school and classroom routines and procedures; and
  - h. Willingness to work to the best of his/her ability and to put forth more than adequate effort..

### B. Preparation for Grading

1. Each student shall be informed of the academic engagement and achievement expectations at the beginning and continuing periodically during each grade or content course of study;
2. Each student shall be kept informed of his/her progress during each grade or content course of study; Students shall be entitled to review their grades resulting from performance during the grading period; Upon request a grade review will be conducted by the teacher within two school days of the request;
3. Each method of grading shall be appropriate to the course content, grade, and developmental level of the students; all student effort will receive a grade;

4. Students shall be encouraged to continuously evaluate through portfolios and journals their own progress and achievement based on standards, goals, and objectives of content and course of study; and
5. The process of review and revision of a grade shall involve teaching staff, parent(s) or legal guardian(s), and, as appropriate, student and school counselor

C. Grading Periods

1. Grades shall be reported at the end and mid-point of each marking period established for all courses of study and grade levels in each school year.
2. Students shall be given notice of the district calendar of mid-term or mid-point and end grading point for each course of study or grade level;
3. Students shall be given a final grade in each subject or course at the end of the course; and,
4. Grades shall be recorded on report cards for notification to parent(s) or legal guardian(s) in accordance with Policy and Regulation No. 5420.

D. Basis for Grading

Grading shall be implemented in a systemic manner across the district. The district elementary, middle school, and high school program of studies and/or course syllabi shall set forth consistent, equitable, and fair basis for grades. Student performances and assessments used as criteria for grade distribution by content area shall be established annually by a standing committee teachers and administrators. The assignment of a grade will consider grade appropriate learning samples from among the following areas:

1. Completion of written assignments prepared in or outside of the classroom;
2. Oral contribution in class including discussion responses, explanation of problem solution and observations, presentations, generation of questions and related topics;
3. Performance on oral and written tests and quizzes;
4. Demonstration of knowledge and use of research and inquiry skills and strategies;
5. Oral and written reports on based on research, experimentation, and observation by the student;
6. Laboratory and problem-based learning and performance;
7. Research papers, projects, journals, notebooks, logs, and academic exhibitions and portfolios;

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8. Other evidences of the pupil's constructive effort and achievement in learning; and
9. For the final grade, the pupil's attendance record, in accordance with Policy Nos. 5200 5410, and 5460.

E. Meaning of Grades

Elementary Grades K-2

1. The O-S-I-NI-U grading system will be used for grades K-2 Progress Report in all subjects.

**O-S-I-NI-U grading system**

- a. A grade of O indicates outstanding progress. It is earned by a student who is self directed and whose achievement consistently exceeds learning goals; whose work achieves a quality and quantity that consistently exceed expectations; and who demonstrates a high degree of initiative, application, and purpose.
- b. A grade of S indicates satisfactory progress. It is earned by a student who requires little teacher direction and whose achievement meets the majority of the learning goals; whose work meets expectations and frequently excels; and who demonstrates adequate progress and strength in the subject.
- c. A grade of I indicates improving. It is earned by a student who requires some accommodations and teacher direction and whose achievement meets some learning goals; whose work meets modified learning goals; and who demonstrates adequate progress of individualized goals.
- d. A grade of NI indicates needs improvement. It is earned by a student who requires frequent teacher directions and whose achievement meets some learning goals but with difficulty; whose work does not meet grade level expectations most of the time; and who demonstrates a need for more time, knowledge, and experience to make adequate progress.
- e. A grade of U indicates unsatisfactory. It is earned by a student who requires intensive direction and individual support at all times to demonstrate knowledge and to exhibit understanding; whose work is significantly below grade level standards and expectations; who demonstrates performance significantly below rate of progress required to achieve grade level standards and readiness for next grade level.

## Elementary Grades 3-5

1. The A-B-C-D-F alpha grading system will be used for Student Report Cards in grades 3 – 5 for reading/language arts literacy, mathematics, science, and social studies Alpha grades will be based on numeric grade records maintained by the teacher electronically or in grade record book. Conversions are provided in the Table 1 below.

### **A-B-C-D-F alpha grading system descriptions**

- a. A grade of A indicates consistently high levels of performance. It is earned by a pupil whose achievement is significantly above grade level; whose work achieves a quality and quantity that consistently demonstrates advanced proficiency and distinguished exhibit and demonstration of content knowledge, understanding, and skill.
- b. A grade of B indicates above average performance. It is earned by a student whose achievement is on or above grade level; whose work frequently meets proficiency standards; and who generally demonstrates strength in the subject.
- c. A grade of C indicates average performance. It is earned by a student whose achievement in most areas of the subject are average; whose work is acceptable; and who demonstrates a satisfactory degree of grade level proficiency.
- d. A grade of D indicates below average performance. It is earned by a student whose achievement in the subject is barely passing; whose work is the minimum acceptable for credit; and who demonstrates overall weak proficiencies in the subject.
- e. A grade of F indicates failing performance and that no credit can be given for the subject. It is earned by a student who has not met the minimum requirements of the course or subject; who has demonstrated no performance that is proficient in the basic content, skills, and knowledge of the course or subject; or who has failed to meet the minimum attendance standards necessary to pass a course of study.
- f. Letter grades may be modified by plus or minus signs.

**Table 1: Grades 3-5 and 6-8 Grading Table**

Alpha Grade	Numeric Grade
A+	98-100
A	93-97
A-	90-92
B+	87-89
B	83-86
B-	80-82
C+	77-79
C	73-76
C-	70-72
D+	67-69
D	63-66
D-	60-62
F	0-59

1. The O-S-I-NI-U grading system will be used for grades 3-5 in the following subject areas: health and physical education, technology/computer, music, art, world languages, media/library, and 21st century life and careers.

### **O-S-I-NI-U grading system**

- a. A grade of O indicates outstanding progress. It is earned by a student who is self directed and whose achievement consistently exceeds learning goals; whose work achieves a quality and quantity that consistently exceed expectations; and who demonstrates a high degree of initiative, application, and purpose.
- b. A grade of S indicates satisfactory progress. It is earned by a student who requires little teacher direction and whose achievement meets the majority of the learning goals; whose work meets expectations and frequently excels; and who demonstrates adequate progress and strength in the subject.
- c. A grade of I indicates improving. It is earned by a student who requires some accommodations and teacher direction and whose achievement meets some learning goals; whose work meets modified learning goals; and who demonstrates adequate progress of individualized goals.
- d. A grade of NI indicates needs improvement. It is earned by a student who requires frequent teacher directions and whose achievement meets some learning goals but with difficulty; whose work does not meet grade level expectations most of the time; and who demonstrates a need for more time, knowledge, and experience to make adequate progress.

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- e. A grade of U indicates unsatisfactory. It is earned by a student who requires intensive direction and individual support at all times to demonstrate knowledge and to exhibit understanding; whose work is significantly below grade level standards and expectations; who demonstrates performance significantly below rate of progress required to achieve grade level standards and readiness for next grade level.

## Middle Grades 6 – 8

1. The numeric grading system, 0-100, will be used for Student Report Cards in grades 6-8 for all core content areas, including reading/language arts literacy, mathematics, science, social studies, visual and performing arts, health and physical education, world languages, technology, and 21<sup>st</sup> century life and careers. Numeric grade records will be maintained by the teacher electronically or in grade record book. Numeric grades, 0 to 100, will be recorded for interim and at the end of each marking period. The marking period grade/s as well as the final assessment/s will be used to calculate the final course grade.

A+	98-100	
A	93-97	a. A grade of A indicates consistently high levels of performance. It is earned by a pupil whose achievement is significantly above grade level; whose work achieves a quality and quantity that consistently demonstrates advanced proficiency and distinguished exhibit and demonstration of content knowledge, understanding, and skill.
A-	90-92	
B+	87-89	b. A grade of B indicates above average performance. It is earned by a student whose achievement is on or above grade level; whose work frequently meets proficiency standards; and who generally demonstrates strength in the subject.
B	83-86	
B-	80-82	c. A grade of C indicates average performance. It is earned by a student whose achievement in most areas of the subject are average; whose work is acceptable; and who demonstrates a satisfactory degree of grade level proficiency.
C+	77-79	
C	73-76	d. A grade of D indicates below average performance. It is earned by a student whose achievement in the subject is barely passing; whose work is the minimum acceptable for credit; and who demonstrates overall weak proficiencies in the subject.
C-	70-72	
D+	67-69	e. A grade of F indicates failing performance and that no credit can be given for the subject. It is earned by a student who has not met the minimum requirements of the course or subject; who has demonstrated no performance that is proficient in the basic content, skills, and knowledge of the course or subject; or who has failed to meet the minimum attendance standards necessary to pass a course of study.
D	63-66	
D-	60-62	
F	0-59	

**The descriptions corresponding to the middle school numeric and corresponding alpha grades are :**

- a. A grade of A indicates consistently high levels of performance. It is earned by a pupil whose achievement is significantly above grade level; whose work achieves a quality and quantity that consistently demonstrates advanced proficiency and distinguished exhibit and demonstration of content knowledge, understanding, and skill.
- b. A grade of B indicates above average performance. It is earned by a student whose achievement is on or above grade level; whose work frequently meets proficiency standards; and who generally demonstrates strength in the subject.
- c. A grade of C indicates average performance. It is earned by a student whose achievement in most areas of the subject are average; whose work is acceptable; and who demonstrates a satisfactory degree of grade level proficiency.
- d. A grade of D indicates below average performance. It is earned by a student whose achievement in the subject is barely passing; whose work is the minimum acceptable for credit; and who demonstrates overall weak proficiencies in the subject.
- e. A grade of F indicates failing performance and that no credit can be given for the subject. It is earned by a student who has not met the minimum requirements of the course or subject; who has demonstrated no performance that is proficient in the basic content, skills, and knowledge of the course or subject; or who has failed to meet the minimum attendance standards necessary to pass a course of study.
- f. Letter grades may be modified by plus or minus signs.

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## High School Grades 9 – 12

5. Numeric grades, 0 to 100, will be recorded for interim reports and at the end of each marking period. For all subjects/courses. The marking period grade/s as well as the final assessment/s will be used to calculate the final course grade.

The following tables will be used to convert final course grade for the purposes of determining grade point average (GPA) and class rank. The alpha grade column is used solely as a reference for colleges and universities.

REGULAR			HONORS (x 1.1)			ADVANCED PLACEMENT (X 1.2)		
A+	98-100	4.0	A+	98-100	4.4	A+	98-100	4.8
A	93-97	4.0	A	93-97	4.4	A	93-97	4.8
A-	90-92	3.7	A-	90-92	4.1	A-	90-92	4.4
B+	87-89	3.3	B+	87-89	3.6	B+	87-89	4.0
B	83-86	3.0	B	83-86	3.3	B	83-86	3.6
B-	80-82	2.7	B-	80-82	3.0	B-	80-82	3.2
C+	77-79	2.4	C+	77-79	2.6	C+	77-79	2.9
C	73-76	2.0	C	73-76	2.2	C	73-76	2.4
C-	70-72	1.7	C-	70-72	1.9	C-	70-72	2.0
D+	67-69	1.4	D+	67-69	1.5	D+	67-69	1.7
D	63-66	1.0	D	63-66	1.1	D	63-66	1.2
D-	60-62	0.7	D-	60-62	0.8	D-	60-62	0.8
F	0-59	0.0	F	0-59	0.0	F	0-59	0.0

- Numeric grades shall be converted to a 4.0 weighted point scale for the purpose of calculating GPA and class rank for High School Student.
- Grades for honors courses receive a weight of 1.1 for the purpose of GPA (Grade Point Average) calculation.
- Advanced Placement course grades receive a weight of 1.2 for the purpose of GPA calculation. The mark on the report card is not changed by the “weight.” The difference is realized only upon determination of the GPA.



## F. Grade Validation

In order to justify a grade, building administration will retain teacher grade books to validate grades awarded to students. Each teacher's grade book including student attendance should be kept for a minimum of four years after the end of the school year in which the grades were awarded.

1. The daily attendance and tardiness record;
2. Grades earned for classroom activities including homework, quizzes, tests, reports, exhibits and demonstrations, and class-discussions;
3. 3. All grades earned for activities conducted outside of the classroom;
2. Notation regarding the meaning of each grade and its relation to the type of activity or material covered; and
3. Notation of discussions with the teacher and the pupil related to any grade or the student's cumulative grade average.

## G. Appeal

1. Each teacher is responsible for the determination of the grade a pupil receives for participation in the teacher's course of study;
2. Each teacher may be required to furnish reasons, supported by evidence (see paragraph F, Grade Validation, to substantiate any grade earned;
3. If a grade is challenged by a pupil or a parent(s) or legal guardian(s), the teacher will convene a conference and will explain the grading system and the reasons for the final grade;
4. If the parent(s) or legal guardian(s) or pupil is not satisfied by the teacher's explanations, he/she may appeal the grade to the Principal, who will consult with the teacher and the pupil in an attempt to resolve the dispute; and
5. The Superintendent or designee will hear an appeal from the Principal's determination. Only in the most extraordinary circumstances will the Superintendent alter a grade determined at the school building level.

1<sup>ST</sup> Reading:

2<sup>nd</sup> Reading

Adopted:

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