

## 2624 GRADING SYSTEM

The Superintendent, in consultation with the teaching staff, shall develop a marking system to be used uniformly in the same grade level throughout the schools. The system should be clear, easily understood by parent(s) or legal guardian(s) and pupils, and able to be applied with consistency of interpretation. Computation of grade-point average and rank in class shall be uniform throughout the district. Evaluation and grading symbols shall be intended to appraise the pupil's progress toward established goals, and shall be a factor in promotion/graduation decisions.

The Board of Education encourages the certified staff, under the direction of the Superintendent, to employ a comprehensive approach to the use of appraisal and evaluative techniques in monitoring pupil progress, including, but not limited to, written and oral teacher-made tests, performance observation, parent(s) or legal guardian(s) interviews, formal and informal evaluation techniques, use of cumulative pupil records, and medical examinations. Recognized standardized achievement tests may also be used in grades designated by the Board.

The Superintendent shall have the right to review disputed grades and with Board approval to adjust them.

### Testing

In addition to testing procedures established in policy, the school district shall establish and maintain a general testing program to:

1. Improve the instructional program to assist pupils in achieving the Core Curriculum Content Standards;
2. Measure the needs and progress of individual pupils;
3. Measure the achievement of grade levels;
4. Allow comparison of district pupils with national or other norms; and
5. Aid in evaluation of programs.

The district testing program shall embody at least the tests required by State and Federal law. The administration shall continually scrutinize the applicability and effectiveness of tests being used in the district.



School personnel shall not use tests, procedures, or other guidance and counseling materials that are differentiated or stereotyped on the basis of race, color, creed, religion, gender, affectional or sexual orientation, ancestry, national origin, or social or economic status.

Any requests for surveys, pupil observations, or pupil questionnaires must be forwarded through the Principal's office; to the Superintendent's office for approval before any survey or observation can be conducted. If the survey concerns any of the topics described in statute, the Superintendent shall obtain written consent from parent(s) or legal guardian(s) or the pupils being surveyed at least two weeks prior to its administration.

Individual results of standardized tests, including intelligence tests, shall be made available to parent(s) or legal guardian(s) upon their request, but shall be considered confidential information to be available only to authorized persons. School and district test results shall be discussed in a public meeting.

## Determining Class Rank

The Superintendent shall develop procedures for determining class ranking that take into account:

1. Records of transfer pupils; and
2. Honors and advanced courses.

**Refer to Regulation 2624 for the process of determining class rank.**

Adopted: 9 April 2009

**1<sup>st</sup> Reading: 23 February 2023**

