

GRADING SYSTEM FOR GRADES 6-12

I. PURPOSE

To outline guidelines for grading in grades six through twelve.

II. SCOPE

This policy applies to Shelby County Schools students.

III. POLICY STATEMENT

The grading system for all 6-12 grades has been established in accordance with the Tennessee Uniform Grading System.

Report Cards and Interim Reports- Report cards are sent to parents at the end of each nine-week period, unless the parents/guardians have exercised their option for paperless reports. Parents must be notified within a report card period when a student is not doing acceptable work. At the midpoint of the nine weeks, parents will be notified of students' progress; all will receive an interim report. Parent-teacher conferences should be held for gaining parental support in an effort to improve student performance.

Conduct Grades - In all schools, students' conduct is graded as excellent, satisfactory, needs improvement or unsatisfactory, and the initial letter "E", "S", "N", or "U" is used to report the conduct grade. It is to be reported at each grading period on the report card with each subject grade.

Grade Adjustment - NOTE: If an erroneous grade has been entered, correction must be made and a new card issued to the student.

1. Grading Scale - Grades in all courses/subjects, including art, music, and physical education, will be reported on report cards and transcript records using numerical values as indicated below:

A	93-100
B	85-92
C	75-84
D	70-74
F	Below 70

2. Nine Week Grades - Grades given at the end of each nine-week period will be determined by the average of daily work, oral and written assignments, projects, and tests. A minimum of twelve (12) grades for the nine-week period should be recorded for each subject. Fifty percent (50%) of the twelve grades should be earned and recorded by the interim of the nine-week term. This gives the teachers the basis for the grades at the end of the grading period. The teacher will assess all student assignments and weigh the value of grades given for various assignments within the nine-week term in computing the term grade. This procedure will enable the teacher to allow for individual student differences in the grading process. Homework assignments are of value in affording students needed practice, and such assignments should be made within practicable limits.
3. Grade Restrictions - A student's academic grade is solely intended to reflect the student's acquired knowledge, ability, and/or skills in the designated subject. Therefore, academic credit/points may not be awarded or deducted for any purpose that is not directly related to the student's academic performance. For example, academic credit/points may not be awarded as an incentive to participate or achieve a certain goal in a school fundraising event. Academic credit/points may not be deducted for failure to purchase certain brands or types of school supplies. A reasonable number of academic points may be deducted from a student's homework or academic assignment grade for failure to submit the homework or other assigned academic work on the date specified by the teacher.
4. Make-up Work - Regular attendance should be necessary for passing grades. In the event of an excused absence, students are expected to make up work missed within a reasonable time. In the event of an unexcused absence, one day of makeup time shall be allowed for each day of unexcused absence, if the following conditions are met. The parent of a student or a student with an unexcused absence must submit a written request to the teacher to makeup the

work and must participate in an appropriate intervention (e.g., student or parent conference with the teacher, Saturday school, online tutorial, other appropriate intervention determined and scheduled by the teacher).

For absences due to long-term suspension (over 10 days)/expulsion, the program of making up work shall be in accordance with state law.

5. Semester Grades - Semester exams are not given in grades 6-8, except for high school level courses that are taken in eighth (8th) grade. Students who successfully complete a high school course will earn high school credit. Semester grades earned in high school courses will be recorded on the high school transcript. The grades earned will be included in the high school GPA.
6. Tennessee Comprehensive Assessment Program (TCAP) Grade Inclusion -
 - a) Beginning with the 2011-2012 school year, for students in grades 6-8, scores on the Tennessee Comprehensive Assessment Program (TCAP) shall comprise 15% of the student's final spring (second) semester grade in mathematics, reading/language arts, science and social studies.

However, if the District does not receive its students' TCAP scores at least five (5) instructional days before the end of the school year, then the District may choose not to include its students' TCAP scores in the students' final grades in the subject areas of mathematics, English language arts, science, and social studies.
 - b) Additionally, for a course with an end-of-course (EOC) examination, if the District does not receive its students' end-of-course (EOC) examination scores at least five (5) instructional days before the scheduled end of the course, then the District may choose not to include its students' end-of-course (EOC) examination scores in the students' course average.
7. Additional Grading Consideration - Students who meet only the minimum requirements should be given minimum passing grades. No student should fail for the semester or year if the only failing grade is that of the semester examination, provided the student has made an honest effort on the examination.
8. Awarding Units of Credit - Credits will be awarded in .5 increments upon successful completion of a semester. Additionally, a student will receive one full credit in the course if he/she receives a passing yearly grade in the course.

9. Non-EOC Courses - For courses which have no Tennessee State mandated EOC exam required during a given semester, semester grades are determined by counting the two quarter grades as 80% and the semester examination, or a comparable evaluation, as 20%.
10. Tennessee State-Mandated EOC Exam Courses - For courses which have a Tennessee State mandated EOC exam required during second semester, the semester grades are determined as follows:
- First semester grades are determined by counting the two quarter grades as 80%, the semester examination, or comparable evaluation, as 20 %.
 - Second semester grades are determined by counting the two quarter grades as 65%, the semester examination, or comparable evaluation, as 10%, and the state mandated exam as 25%.
11. In all Advanced Placement and International Baccalaureate courses/advanced courses comparable to Advanced Placement courses at the secondary level five (5) points shall be added to each quarter numerical grade and each semester exam grade. The two 9 week grades and the semester exam grade, with the points included, will be used to calculate the semester average.
12. In all grades for Honors courses/advanced courses comparable to Honors courses at the secondary level, three (3) points shall be added to each quarter numerical grade, and each semester exam grade. The two 9 week grades, the semester exam grade, with the added Honors course points included, will be used to calculate the semester average.
13. Exemption from Semester Exams - A student having a 90 or higher average for the two terms in a specific course, and having three (3) or fewer excused absences in that same course will be exempted from the semester exam if the student desires. The number of excused absences allowed under this provision may be adjusted by the principal in extenuating circumstances (e.g., long-term illness or hospitalization). When a student is exempted from the examination, the semester average will be the average of the two term grades and any state-mandated exam as outlined above. **ANY UNEXCUSED ABSENCE IN THE COURSE WILL DISQUALIFY THE STUDENT FROM ALL EXEMPTIONS. EXEMPTIONS APPLY ONLY TO TEACHER-MADE SEMESTER EXAMINATIONS.** 12th grade students are eligible for exam exemption during both semesters. All other students in high school courses who

meet the above requirements may be exempted for only the second semester exam.

IV. RESPONSIBILITY

The Superintendent (or designee) is responsible for administering this policy.

Legal References:

1. Tennessee State Board of Education Rule § 0520-1-3-.06
2. Tennessee State Board of Education Rule § 0520-1-3-.05
3. TCA 49-1-617