

GRADING SYSTEM FOR GRADES PRE-K-5

I. PURPOSE

To outline guidelines for grading in grades prekindergarten through five.

II. SCOPE

This policy applies to Shelby County Schools students.

III. POLICY STATEMENT

General Information

Shelby County Schools establishes the grading system for grades pre-kindergarten through fifth grade and adheres to the Tennessee Uniform Grading System.

Two (2) report cards are used in grades Pre-K-5; one (1) for Pre-K and kindergarten; a different one (1) for grades 1-5. Teachers should refer to the appropriate card for an explanation of the grading system for each level.

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.

Pre-Kindergarten and Kindergarten

The pre-kindergarten and kindergarten report cards show progress toward the state standards. The grade level standards are set by the state and indicate what a student should know and be able to do. Students are evaluated based on their progress toward meeting benchmarks for each standard. This is indicated by symbols expressing mastery or non-mastery for each skill. Additionally, the letter grades “E”, “S”, “N”, or “U” will be used to express basic grading for art, music, world languages, and physical education (P.E.).

Grades 1-5

Conduct Grades

In all schools, students' conduct is graded as “E”, “G”, “S”, “N”, or “U” and is to be reported at each grading period on the report card. Self-contained classes receive one homeroom conduct grade. Departmentalized classes each give a conduct grade.

Academic Grades

The basic grading system for knowledge/subject area is expressed by the letters “A”, “B”, “C”, “D”, and “F” according to the numerical values listed under the Grading Scale below except for first (1st) grade science, social studies classes, prek-5 art, music, world languages, and P.E. which will be expressed by the letter grades “E”, “S”, “N”, or “U”.

Grading Scale

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

Nine-Week Grades

In grades 1-5 Integrated Language Arts and Math, a minimum of twelve (12) grades per subject per nine-week term should be recorded for every student. For all other subjects (i.e. science, social studies, art, music, world languages, and P.E.) in grades 1-5, a minimum of nine (9) grades per nine-week term should be recorded. Fifty percent of the required grades must be earned and recorded by the interim of the nine-week term. Term grades given at the end of each nine-week period will be

determined by the average of daily work, oral, and written assignments, individual and group assignments, quizzes, projects, and tests. 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. Grades for homework assignments should be given with care, since homework may not always be completed by the student himself. Homework assignments are of value in affording students needed practice, and such assignments should be made within practicable limits.

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. 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).

Semester Grades

Semester grades for grades 1-5 are determined by an average of grades for each of the two nine-week terms.

NOTE: Semester examinations are not given in grades 1-5.

Final Grade

Final grades are determined by averaging the two semester grades.

Tennessee Comprehensive Assessment Program (TCAP) Grade Inclusion

Beginning with the 2011-2012 school year, for students in grades 3 - 5, scores on the Tennessee Comprehensive Assessment Program (TCAP) shall comprise 15% of the students' final grade for the spring (second) semester 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.

Grading 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 academic grade for failure to submit homework or other assigned academic work on the date specified by the teacher.

Parent Notification

Parents are to be notified within a report card period when a student is not doing acceptable work. Parent-teacher conferences should be held for gaining parental support in an effort to improve student performance.

IV. RESPONSIBILITY

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

Legal References:

1. TCA 49-1-614
2. Tennessee State Board of Education Rule § 0520-01-03-.05