

**GRADES/EVALUATION OF STUDENT ACHIEVEMENT**

It will be the purpose of the District and the school system to report student progress in terms of District, school, class and individual goals. Parents will receive information from the school on a periodic basis indicating student progress toward these goals.

The Superintendent or designee shall establish and regularly evaluate a uniform grading system. Principals shall ensure that student grades conform to this system. Nothing herein shall conflict with a teacher's ability to assess student work as defined in Education Code § 49066 (a), which states: "When grades are given for any course of instruction taught in a school district, the grade given to each pupil shall be the grade determined by the teacher of the course and the determination of the pupil's grade by the teacher, in the absence of clerical or mechanical mistake, fraud, bad faith, or incompetency, shall be final."

**Elementary School Student Progress**

In the fall of each school year, students in Grades K-5 take literacy skills assessments to assess their individual skill levels in reading readiness and/or reading fluency.

In the fall of each school year, parents shall be invited to attend a Parent-Teacher conference to review their child's academic progress-to-date and, if needed, develop a Family School Partnership Plan and/or Intervention Plan to ensure the child's continued progress in the current school year. Students will be encouraged, as appropriate, to attend fall Parent-Teacher Conferences.

Report cards will be issued at the end of each-trimester-reporting period. Student progress in reading, writing, mathematics, history/social science, science, physical education, and the arts will be reported in relation to grade-level performance standards.

Number marks will be issued in subject matter as follows:

- 4 = Excelling at reporting period expectations
- 3 = Meeting reporting period expectations
- 2 = Progressing toward reporting period expectations
- 1 = Insufficient progress toward reporting period expectations

Effort marks will be issued in subject matter and in skills and behaviors that support learning as follows:

- O = Outstanding
- S = Satisfactory
- AC = Area of concern
- U = Unsatisfactory

**GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)**

English Language Learners (ELL) will receive progress reports on levels of English language fluency.

Individual schools and teachers may supplement report cards with additional information throughout the school year as they deem appropriate.

In the winter and the spring of each year, students retake the literacy skills assessments as a means to monitor continued progress and growth toward end-of-year benchmark goals.

At the end of the second reporting period, parents shall be invited to attend a second Parent-Teacher Conference, as needed, to review student progress-to-date and consider additional strategies for success through the end of the school year.

**Secondary School Student Progress**

In middle schools, grades are available in the parent portal at the end of each quarter. Parents may request to have report cards mailed home if they do not have portal access. Mid-quarter progress reports will be issued to students in danger of failing (D or F grades) not later than the week during which the end of the first half of the marking period or instruction for the course falls.

In high schools, grades are available in the parent portal at the end of each 6-week grading period and at the end of each semester. Parents may request to have report cards mailed home if they do not have portal access. Passing semester grades for high school courses will be awarded five credits per course. Passing grades include A, B, C, or D grades. In addition, teachers must notify parents of the danger of failing a semester course during the last six weeks of the semester if no prior notification has been given.

Letter grades will be issued at the secondary level in subject matter as follows:

- A = Excellent progress
- B = Above average progress
- C = Average progress
- D = Below average
- F = Failing

**GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)**

During the 2020-2021 school year, APEX/online physical education courses as well as Language Immersion Middle School double elective courses will be graded using both letter grades and Credit (CR) or No Credit (NC) marks. Physical Education teachers will work with students to provide each student the option to select to be evaluated by the letter grade earned or CR for the current and previous quarters and/or semester where applicable. Language Immersion Middle School double elective teachers will work with students to provide each student the option to select to be evaluated by the letter grade earned or CR for the fourth quarter only.

\*All Students who earned an A or B in the current and previous semester and/or quarter will revert to the letter grade. Students who earned an A will receive an A letter grade; CR is not an option. Students who earned a B will receive a B letter grade but will have the option of selecting CR.

\*Letter grades of a C or D will be default as CR.

\*At the end of each quarter/semester, students who received a C or D letter grade will be provided the opportunity to select a C or D letter grade in lieu of CR.

\*All students who earned an F will receive No Credit (NC).

Student semester grade points will be computed for courses on the following numerical value for all courses taken for the purpose of determining grade point average (GPA): A = 4; B=3; C = 2; D = 1; F = 0. The 2020-2021 APEX/online physical education and fourth quarter double elective courses Credit/No Credit(s) will not be included in determining the academic grade point average.

In APEX/online physical education courses and fourth quarter double electives, evaluation of student work may be denoted using letter grades or the following symbols:

CR = Credit

NC = No Credit

Students who select a CR mark will receive credit for the class and will be allowed to enroll in the next class in the course sequence, if applicable.

Students who are unable to demonstrate proficiency during distance learning will be assigned an NC mark. Students who receive an NC will be provided with additional opportunities during summer school or through credit recovery or other program options during the school year to make-up work or retake the class. A mark/grade of NC will not negatively impact a student's GPA.

**GRADES/EVALUATION OF STUDENT ACHIEVEMENT** (continued)

For Advanced Placement, International Baccalaureate, Honors level, and approved college courses only, grade points will be computed on the following numerical value: A = 5; B = 4; C = 3; D = 1; F = 0

When students with honors credits on their transcripts transfer from out of district or out of state schools, only courses designated as honors by CUSD and approved by the University of California will be recognized.

**Assembly Bill 104 Pass/No Pass Mark Request**

AB-104 Pupil instruction: retention, grade changes, and exemptions (July 1, 2021) added § §48071, 49066.5, and 51225 to Education Code. These statutes prescribe that the Local Education Authority (LEA) must grant a request from a high school student to change a letter grade to a Pass or No Pass grade for a course during the 2020-2021 school year, without input from the student's teacher. The number or type of courses eligible for this transcript adjustment cannot be limited by the district. A specific application for these requests will be developed by the California Department of Education (CDE). Within 15 calendar days of the CDE's online posting of the application, LEAs must post a notice on their websites and provide written notice of this option to students and their parents/guardians, along with a copy of the application and a list of postsecondary educational institutions that will accept a Pass or No Pass grade (instead of a letter grade) without prejudice. Students will have 15 calendar days following the LEA's posting and notice to make any grade change requests. The LEA will have 15 calendar days after receiving a student's request to change the transcript and notify the student and the parent/guardian of the change.

Citizenship marks will be issued as follows:

- O = Attitude and behavior are outstanding
- S = Attitude and behavior are satisfactory
- S- = Behavior needs improvement
- U = Attitude and behavior are unsatisfactory

A teacher shall base student grades on their mastery of course content based on District standards. Students shall have the opportunity to demonstrate mastery through a variety of methods, including, but not limited to tests, projects, portfolios, class discussion, attendance, effort, student conduct, and/or work habits as appropriate. A student's physical education grade may not be adversely affected by the student's failure to wear standardized physical education apparel when such failure is a result of circumstances beyond the student's control. (Education Code 49066) In the event of a disagreement related to a student's grade, a parent may request a change to a student's record via the process outlined in Board Policy 5125.3.

**GRADES/EVALUATION OF STUDENT ACHIEVEMENT** (continued)

If a test or assignment used by a teacher to evaluate student learning becomes compromised, a teacher has the discretion to disregard the results of the test/assignment. To remedy the situation, a teacher may administer a new test/assignment, weight the test/assignment and assign a letter grade to the test/assignment, or assign a subjective grade. In the event that a compromise occurs at the end of a quarter, grading period, or semester, the teacher has the discretion to rely on previous assessment results in the marking period. (Education Code 49066 and 49067)

This temporary policy will expire on June 30, 2022.

*Legal Reference:*EDUCATION CODE*51225 Courses of Study**48070 Promotion and retention 48431.6 Required systematic review**48071 Promotion and Retention**49066 Grades; finalization; physical education class**49066.5 General Provisions**49067 Mandated regulations regarding pupil's achievement**Johnson v. Santa Monica-Malibu Unified School District Board of Education (App. 2 Dist. 1986 224 Cal. Rptr. 885, 179 C.A. 3d 593)*

## Policy

adopted: July 15, 2020

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**CAPISTRANO UNIFIED SCHOOL DISTRICT**

San Juan Capistrano, California