

345.11 - STUDENT EVALUATION, GRADING, CLASS RANK AND HONOR ROLL

I. PHILOSOPHY

The Auburndale Board of Education recognizes that evaluation and grading of students is a complex and involved process. The results of evaluation and grading shall serve as a tool for communication with parents/guardians in regard to their child's educational program. To assist the teaching staff in this important task, the following general guidelines are established:

1. The basic philosophy of the district is that students will respond more positively to the opportunity for success than to the threat of failure. Instructional activities need to be provided which make achievement both recognizable and possible for each student.
2. There are many ways to evaluate progress made by students. Teachers are encouraged to develop, with the knowledge of their building principal, formal and informal methods of measuring student progress.
3. The purpose of any evaluation procedure is to improve both teacher and student performance. The results of evaluation procedures should be reported in a manner that will assist in this purpose.
4. Students should be evaluated on how they compare to certain standards developed for that age group as they relate to course content and curriculum standards. For a student with an Individual Educational Plan (IEP), consideration should be given to the student's individual ability and specifics as outlined in his/her IEP.
5. Staff members shall collaborate to pursue reasonable uniformity of standards and expectations by grade level or department. Students must be informed of the grading criteria and what is expected for certain grades at the beginning of each course. Grading procedures shall be related to the objectives of the course or subject.
6. Procedures shall be developed which make grades a useful indicator for parents/guardians and students of individual academic progress. Grades are not to be viewed as judgments that reflect on the worthiness of an individual.
7. Teachers are expected to keep and record a substantially sufficient number of daily grades, test grades, and other student generated products on which to base final grades. All grades must be justifiable.
8. Class participation may be used as a component in student assessment, however, State Statute 118.16 (4) (a) shall be followed in the application of this criteria.

9. Grades shall not be used for disciplinary action. Disciplinary concerns shall be expedited in a manner separate from academic grading. However, consistent behavioral problems may interfere with a student's ability to meet the objectives of a course and may result in lower grades.
10. In accordance with State Statutes 120.13 (1) (b) and 118.16 (4) (a), students will not be denied the opportunity to take any quarterly, semester or grading period examinations or to complete course work missed due to excused absences, unexcused absences, or suspensions. Make-up work is also subject to procedures and guidelines recorded in the student handbook.
11. The teacher will establish and implement procedures to inform students in writing of any assignments, tests, quizzes, or any other class requirements in which the student is deficient of each quarter. Late assignments are subject to reduced grades.
12. Make up of course work or a test missed because of absences is the responsibility of the student with the cooperation of the teacher. However, students will not be required to do any additional work or assignment not missed in the regular class due to their absence.
13. When students are admitted from other schools, their semester grades will be accepted at face value. Thus an "A", for example, will be accepted as an "A" regardless of the code of numerical equivalents used by the discharging school.

II. SPECIFIC GRADING SYSTEM, CLASS RANK, AND HONOR ROLL

In order to make the grading system compatible with other schools, universities and colleges, the Presidential Academic Fitness Program, Wisconsin Academic Decathlon, W.I.A.A. Scholar Athlete Program, school and business scholarships, etc., the School District of Auburndale will use a four-point scale.

- A. Grades are assigned based on student achievement over the course of the grading period. A variety of methods may be used to determine student's grades as long as it is the one that best represents the student's achievement (averaging, trend-grading, etc.).
- B. At the beginning of each course, students will be given a copy of the course's grading criteria. This information will be discussed by the instructor and will include exact percentages assigned to earn all grades. (A, A-, B+, B, etc.)
- C. It is the intention of this policy to encourage students with lower grades throughout the entire semester as well as make them accountable. In cases where a student is achieving below the "F" level after five weeks in a quarter, it will be the responsibility of the teacher to contact the student and parents regarding the failing grade. (The

teacher will work with the school counselor, principal and parent/guardian to create an improvement plan and provide documented support to the student in this failing situation).

- D. Reporting of student performance will be accomplished by means of a letter grade. Numerical values in the four-point weighted system assigned to each letter and percentage should be used or converted to as follows:

Letter Grade	High School Course GPA	Honors Course GPA	Advanced Course GPA
A	4.0	4.25	4.5
A-	3.7	3.95	4.2
B+	3.3	3.55	3.8
B	3.0	3.25	3.5
B-	2.7	2.95	3.2
C+	2.3	2.55	2.8
C	2.0	2.25	2.5
C-	1.7	1.95	2.2
D+	1.3	1.55	1.8
D	1.0	1.25	1.5
D-	0.7	0.95	1.2
F	0.0	0.0	0.0

I = Incomplete

Indicates assigned work has not been completed. If the work is not made up within an agreed amount of time between the student and the teacher, the student's grade will be changed from "I" to the appropriate grade calculated with the missing work receiving an "F".

- E. At the High School level (grades 9-12); the first fourteen quarters are used to determine, valedictorian and salutatorian. High School class rank will be determined utilizing grades from all completed quarters and honor roll will be computed using the above system.
- F. Additional opportunities to demonstrate understanding of the academic standards may be included in the student's grade determination.
- G. The School District of Auburndale shall maintain an honor roll for those students in Junior High and Senior High achieving high academic standards. There shall be a high honor roll and a regular honor roll.

1. To be eligible for the high honor roll, a student must have achieved at least a 3.7 grade point average with no F's in the grading period. Those students who achieve at least a 3.0 grade point average shall be eligible for the regular honor roll provided that they have not received any "F's".
2. The honor roll will be compiled by the office staff. It will be published in the District Mirror, submitted to local newspaper and posted within the building and on the district's website after each grading period.

The School District of Auburndale shall not discriminate in the methods, practices and materials used for evaluating students on the basis of sex, race, national origin, ancestry, creed, pregnancy, mental, emotional or learning disability.

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