

PROCEDURE FOR GRADING STUDENTS

1. Teachers shall give sufficient tests and written work, etc., to substantiate the grade given a student and shall keep such grades in a grade book or electronic record of grades. The student, his/her parents, or the principal may inspect an individual student's grades at reasonable times. They should also have access to tests, projects, etc., used to substantiate the grades. No student should expect to be graded on only two or three samples of work within a marking period. When averaging grades, teachers shall give the student the next highest whole number when the grade is .5 or greater.
2. Students shall not grade tests or record grades. Students shall not call out grades in class so that teachers can record them.
3. Grades shall not be lowered because of poor conduct, except for cheating. Behavior problems on the part of the student shall be reflected in his/her conduct grade.
4. Teachers should use the comment space on report cards to write meaningful remarks and shall request a conference with the parents at any time the student does not appear to be performing satisfactorily.
5. The principal has the right to change a grade, but should not do so without the teacher's consent, except in extremely unusual circumstances.
6. Interim progress reports are recommended for all students. The Board of Education requires interim progress reports in all core courses for all students in grades that have 9-week grading periods.
7. Interim progress reports are required for any student who is experiencing academic difficulty in any course. Academic difficulty is defined as failing or as dropping more than one grade.
8. The Superintendent shall develop appropriate means to implement this procedure.
9. The Board encourages school staff to consider a minimum failing grade of 50 if the student has shown effort.
10. In grades 9-12, marking period assessments shall be teacher-made and administered based upon the Standard Course of Study and the Pitt County Schools Pacing Guide. This marking period assessment requirement also applies to middle school students who are enrolled in high school level classes such as Algebra I.