

INSTRUCTION

Grading and Progress Reports

The board believes that the cooperation of school and home is a vital ingredient in the growth and education of the student and recognizes the responsibility to keep parent(s) or guardian(s) informed of student welfare and progress in school.

The issuance of grades and progress reports on a regular basis serves as the basis for continuous evaluation of the student's performance and determining changes that should be made to effect improvement. These reports shall be designed to provide information that will be helpful to the student, teacher, counselor and parent(s) or guardian(s).

The district shall comply with the marking/grading system incorporated into the statewide standardized high school transcript. A student's grade point shall be reported for each term, individually and cumulatively.

The board directs the superintendent to establish a system of reporting student progress and shall require all staff members to comply with such a system as part of their teaching responsibility.

At the beginning of each term, each teacher shall specify in writing if participation is used as the basis of mastery of the course objectives. If so, a student's grades may be adversely affected by an absence, provided on that day there was a graded participation activity. If the teacher does not so advise students in writing, the teacher may not use attendance and participation in the grading process. Individual students who feel that an unjust application of attendance or tardiness factors has been made may follow the appeal process for resolving the differences.

A student's grade report may be withheld from the student and his or her parent(s) or guardian(s) until such time the student pays for any school property that has been lost or willfully damaged. However, the student's permanent record must be forwarded to another educational institution if requested. Upon payment for damages or the equivalency through voluntary work, the grade report will be released. The student or his or her parent(s) or guardian(s) may appeal the imposition of a charge for damages to the superintendent and board of directors.

If a student has not paid for damages and transfers to another elementary or secondary educational institution, the district will promptly release the student's permanent record to the requesting educational institution.

Cross References:	Board Policy 3122 Board Policy 3520	Excused and Unexcused Absences Student Fines, Fees and Charges
Legal References:	RCW 28A.150.240 RCW 28A.635.060 RCW 28A.600.030 WAC 180-40-235 WAC 180-44-010 WAC 180-57 WAC 392-210	Basic Education Act of 1977 – Certificated teaching & administrative staff as Accountable for classroom teaching– Scope – Responsibilities – Penalty Defacing or injuring school property – Liability of parent or guardian Grading policies – Option to consider attendance Discipline – Conditions and limitations Responsibilities Related to Instruction Secondary Education – Standardized High School Transcript Washington State Honors Award Program
Adoption Date:	October 14, 1997	