

## **Sparta Area School District**

### Article 403 – District Grading and Assessment Policy

#### 4 Year Old Kindergarten

Young children develop at varying rates – physically, socially, emotionally, and cognitively. Therefore, students in the 4 year old kindergarten program are assessed through developmentally appropriate checklists, teacher observations, parent input, and portfolios. Letter grades will not be used. Checklists will be based on the district’s established benchmarks which are aligned with the Wisconsin Early Learning Standards.

Parents will receive formal written reports of student progress three times during the year. The methods of reporting may include, but are not limited to conferences, checklist, and narrative reports.

#### Elementary Schools

Letter grades indicating progress are determined by a combination of results of class participation, assessments, and assignments. Evaluation will be based on a comparison with district designed benchmarks and expectations that are directly aligned with the Wisconsin Academic Standards and national standards.

Students may be evaluated on an individual basis by making modifications and/or accommodations. Modifications are significant curricular adjustments. This usually requires an Individualized Education Plan (IEP). Accommodations are minor changes in curriculum, strategy, and/or expectations

In grades K-3 the symbols are: “A” (or advanced) which means the student demonstrated in-depth understanding and is exceeding grade level expectations. “P” (or proficient) means the student demonstrated proficient understanding and reached the targeted level of performance. “B” (or basic) means the student has demonstrated basic knowledge of a skill or concept, but is inconsistent in the use of that knowledge. “M” (or minimal) means the student has demonstrated minimal understanding and does not meet grade level expectations. An asterisk (\*) indicates that concepts have not yet been presented.

In grades 4 and 5 the letter Grades A, B, C, D, and F are used to denote student progress. The symbols of (+) and (-) are used to indicate variations from the standard letter grades. The letters of A, P, B, M and NA are also used to further define student achievement in each of the subject areas.

## Secondary Schools

Each team/grade level/department will regularly review its grading practices, and establish common standards of expectations among teachers within that group. Thus teachers of the same subject/team/grade level will share a general understanding of what each grade means in terms of student performance.

All grades shall be based on carefully recorded assessment data and determined based upon the district's educational content benchmarks, which have been aligned to the Wisconsin Academic Standards and national standards. Each grade assigned by a teacher should reflect the honest achievement of the student. It is considered good practice to encourage students to keep their own record of their day-to-day grades. A student should not be failed on the basis of any one assignment or test. However, the number of absences for which the student has not made up missing work should be a factor in determining the grade she/he receives in a subject. Grades should be taken frequently, at least once a week in most subjects, and all grades issued during a grading period should be calculated in the final grade. Each student will receive a mid-quarter progress report at the high school and middle school level.

A course syllabus with grading practices will be given to each student in the teacher's class with an additional syllabus being submitted to the principal for review and record.

## Philosophy of Failures

No student should be failed in a subject until reasonable effort has been made to prevent such failure. Only those students who are not working up to their ability, who do not avail themselves of the various types of help and supervision provided, and who are not completing the minimum requirement of a class should be failed. WI statute 118.15(1) requires students to stay in school until they graduate or until the end of the school term, quarter, or semester during which the student turns 18 years of age. WI statute 118.16 prohibits failing a student solely due to unexcused absences. Chronic absenteeism may not be the sole reason for failing a class. If a student does not make up missed work or loses too many participation points, chronic absenteeism may lead to failing the course.

Teachers are to make reasonable effort in modifying requirements and assignments to suit the needs/abilities of students who are having difficulties. On the first objective evidence of failure the teacher will hold an informal conference with the student and the student's parent/guardian and make every effort to determine the cause of failure. At this time interventions will be determined for possible implementation and the building's Response to Intervention process (RtI) will begin. If a student continues to fail with interventions, the teacher needs to consult with the guidance counselor who will initiate the S.T.A.T. (Sparta Teacher's Assistance Team) process.

## Grading Scale

The following grading scale will be used for students in fourth through grade twelve unless otherwise specified in a student's Individualized Education Plan.

<u>Percent</u>	<u>Grade</u>	<u>Percent</u>	<u>Grade</u>
99-100	A+	78-79	C+
92-98	A	72-77	C
90-91	A-	70-71	C-
88-89	B+	68-69	D+
82-87	B	62-67	D
80-81	B-	60-61	D-

Anything less than 60% will be an F

Determining Student Grade Point Averages (for High School and Middle School Students only)

Technical colleges and universities typically require a GPA based on a straight four point grading system. A student's External GPA will be calculated using the four point system listed below.

A+	4.000	B	3.000	C-	1.667	F	0.000
A	4.000	B-	2.667	D+	1.333		
A-	3.667	C+	2.333	D	1.000		
B+	3.333	C	2.000	D-	0.667		

A student's GPA is calculated by adding up the grade points received for each class taken and then dividing this total by the total number of classes taken.

Example	C-	1.667	
	A	4.000	
	B+	3.333	
	<u>A-</u>	<u>3.667</u>	
	Total	<u>12.667</u>	GPA = 12.667/4 = 3.167

Grades earned in courses taken through study abroad programs, or other alternative educational programs will be included in determining a student's grade point average only if granted by accredited schools and programs. Any grades received for Youth Options courses will not count toward calculating a student's GPA.

The GPA will be calculated at the end of each semester.

## High Honor Roll and Honor Roll

Students that have a GPA of 3.667 or higher will be on the “High Honor Roll”. Students that have a GPA of 3.000 to 3.666 will be on the “Honor Roll”.

## Auditing Courses

Any student opting to audit a course may do so if there is space available and with the approval of the teacher, counselor, and principal. Students taking a course for credit will have priority over any student opting to audit a course. Audited courses will not count for credit or grade.

## Repeating a Class

Any student who received a passing grade, but chooses to repeat a class can do so if space is available and with the approval of the teacher, counselor, and principal. Students taking a class for the first time will have priority over student(s) repeating a class. Students who repeat a class that they have already received credit for will not receive additional credit. Students who repeat and pass a class that they have failed will receive the credit. The higher grade received will be used in calculating the student’s GPA.

## Policy for Incompletes / Withdrawals

Student will have two (2) weeks from the end of the quarter grading period to make up incompletes unless extended due to a 504 or IEP. If work is not completed satisfactorily, a grade of “F” will be recorded.

Any student permitted to withdraw from a course prior to the fifth week of the quarter will not have any recorded data on the transcript. Any student permitted to withdraw following the fifth week will have the following placed on their transcript: W/P - if passing; W/F - if failing. Exceptions may be made with cooperation of the teacher, student, and guidance counselor to meet the individual needs of the student, subject to the approval of the principal.

## Student Grade Level Status

A student’s grade-level status will be contingent upon the number of credits he/she has received. To attain sophomore status, 12 credits are required; junior status, 24 credits are required; and senior status, 36 credits are required.

## Determination of Class Rank

Class rank for high school students will be determined by comparing GPA’s. Students who transfer into the Sparta Area School District with two or more pass/fail classes on their transcripts or students who earned less than fifty percent of their credits in the Sparta Area School District will not be ranked. For students transferring within the

Sparta Area School District must enroll full time at Sparta High by the start of the student's junior year in order to be ranked.

In the case of a tie for scholarship awards, the following tie-breaker process will be used:

- 1 - Total number of credits in the core academic areas of math, science, social studies, and English.
- 2 - Number of credits in advanced placement, dual enrollment, and honors courses.
- 3 – Student's ACT composite test scores, if both students have taken the exam before the end of the seventh semester.
- 4 – Total number of credits earned while in high school (this includes credits earned from Youth Options).
- 5 – Toss of a coin at an open School Board meeting.

#### Graduation with Honors

Students having a 3.667 (or above) cumulative GPA at the end of the third quarter of their senior year will qualify as Honors Students.

Legal Reference: Wisconsin Statutes 118.15(1); 118.16

Cross Reference: Article 401 – Graduation Requirements  
Article 404 – Procedures for Senior Failures and Participation in Graduation Exercises  
Article 428 – Youth Options  
Article 507 – High School Promotion and Retention

Approved:

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