

Drake High School GRADING

The purpose of grading is to communicate the level of proficiency in the educational program to the students, the parents, and institutions of higher learning, prospective employers and other schools the student might attend. Under BP 5121, symbols used and their meaning:

A	Excellent achievement
B	Good achievement
C	Satisfactory achievement
D	Poor, but passing achievement
F	Failing to meet minimum standard of achievement
P	Pass
NM	No mark
I	Incomplete
CR/NC	Credit/No-Credit
W	Withdrawal

No Mark

- The NM mark is to be used for a student who, for reasons beyond his/her control, could not fulfill the requirements of a course.
- The NM mark may be used for World Language courses for students who were unable to complete the course outcomes at the required level.
- NM symbol is to be used to designate audit when a student has completed audit provisions as approved.
- Students and parents should refer to Marin County Athletic League/North Coast Section guidelines with reference to NM grades

Incomplete

- A grade of Incomplete may be given when the structure of a course allows for such grading or when a student's work is not finished.
- If not made up within six (6) weeks, the Incomplete will become an "F".
- For purposes of athletic eligibility, an Incomplete registers as a grade of "F."

Credit / No-Credit

- The instructional departments will determine the courses in their programs to be offered on a Credit/No-Credit basis.
- A student must have written parental consent in order to take a course on a Credit/No-Credit basis.
- A student may take no more than two (2) courses on a Credit/No-Credit basis in any one semester. Exception to this limit may be specified in a student's IEP or 504 plan.
- Courses taken for Credit/No Credit are not computed in a student's grade point average but are entered on his/her transcript.
- For purposes of athletic eligibility, a Credit registers as a grade of "C", a No Credit as a grade of "F."

Withdrawal

- A withdrawal may be given under unusual circumstances.
- Administrative permission is required for a student to drop a class without penalty after the first week following the first grade report.

Grading Policy and Procedures

Many grade policies are determined by board policy. These are outlined here but may be access in their entirety on the TUHSD homepage. Teacher's grading procedures are found in their course outlines and/or websites.

- Grade reports are issued three times each semester. The third and final reports constitute the final semester grades. Semester grades reports are recorded on the official transcript.
- If it becomes apparent that a student is in danger of failing a course, the teacher shall arrange a conference with the student and their parent/guardian or send them written notification.
- If a student fails a course and repeats the course, the student's record reports the grade and credit earned in the repeated course.
- If a student repeats a course in order to earn a higher grade, the student cannot be given double credit for the course. The student's transcript and grade point average will reflect all courses taken and all grades received, including repeated courses. For these courses, student may only receive five (5) credits per semester, which will be recorded in the repeated course. The credit will reflect a "0" for the original course taken. Both grades (original and repeated courses) will be recorded and for purposes of calculating the grade point average, the average of the two grades will be used. (AR 5121 f)
- Grades may be withheld in an event of reparation due to the school in the case of damage or non-returned pieces of school property. (AR 5125.2 a)

Grade Point Average (GPA) is based on all courses completed and is computed as follows:

A = 4 points B = 3 points C = 2 points D = 1 point F = 0 points

Drake High School and the District encourage students to take Advanced Placement and Honors courses. For courses approved by the UC/CSU a-g approved honors courses, grades received in these course will be counted on the following scale:

A = 5 points B = 4 points C = 2 points D = 1 point F = 0 points

Special Education and Section 504 Eligible Students and Modified Grades

Students identified as eligible for special education and/or students eligible for services under Section 504, shall have access to courses at all curriculum levels and courses.

- **Modifications-** Students with significant special needs also have the opportunity to take courses in a modified form, if recommended by the IEP or 504 team and with parent notification and consent. Modifications that alter the course expectations and/or content (e.g., requiring the student to learn only a portion of the curriculum content or establishing modifications to the program goals for the course) shall be specified in the student's IEP or 504 plan. To the extent possible, a determination to modify a course to reflect a student's needs will be determined prior to the beginning of the course or as early in the semester as possible. Special needs and general education teachers may collaborate on course expectations, content, and grades to be given students in a modified course. The grade given will reflect the student's performance on the modified assignments, and the course will be designated as modified on the student's transcript with a "MODF" before the course number. Modified courses will not be considered college preparation courses but may be used to meet District graduation requirements.