

**Relation to Essential Knowledge and Skills**

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that each student's performance indicates the level of mastery of the designated District objectives.

**Recording Grades**

Only the teacher of record or the principal's designee shall record student grades.

**Procedures for Grading**

The Superintendent or designee shall ensure that a District committee develops procedures for teachers to follow in determining grades for students. These procedures shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Grades shall not be reduced for disciplinary reasons except in cases of late assignments or academic dishonesty. Grades shall not be increased or reduced for participation or lack of participation in any extracurricular activities. Guidelines for grading shall be clearly communicated to students and parents.

The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade. [See EIA(REGULATION)]

**Grade Reporting**

The District shall issue grade reports/report cards every nine weeks on a form approved by the Superintendent or designee. Performance shall be measured in accordance with this policy and the standards established in EIE.

**Progress Reports**

Interim progress reports shall be issued for all secondary students after the third week of each grading period and, for elementary students, at the midpoint of the grading period. Supplemental progress reports may be issued at the teacher's discretion.

**Conferences**

In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.

**Academic Dishonesty**

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judg-

ment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.