

## GRADING SYSTEM

### Secondary Schools

It is the philosophy of the Harrison County Board of Education to require all teachers to teach the approved content standards and objectives as provided by the West Virginia Department of Education (WVDE) for each program of study. In assessing the student's final grade for each grading period, all teachers shall consider all aspects of performance (mastery of content standards and objectives attendance, daily class participation, extra credit projects, quiz scores, test scores, homework, etc).

1. Harrison County secondary schools will be on a six weeks grading period.
2. The following grading scale will be used in all Harrison County secondary schools:
  - A = 93 to 100
  - B = 85 to 92
  - C = 75-84
  - D = 65-74
  - F = 0-64
  - I = Incomplete
3. Letter grades are to be used on WVEIS forms, report cards, and permanent record cards.
4. No + or - signs are to be used on report cards or permanent record cards. No conditions shall be given. To calculate grade point averages for honor roll, participation in extra-curricular activities, rank in class, etc., letter grades will be assigned according to the above scales.
5. The semester grade is determined by using the three six weeks grades and the semester examination grade. No more than two "F's" may be included in the four grading units for a passing semester grade. An average of one-half ( $\frac{1}{2}$ ) is required for use of the higher grade except in any combination of two D's and two F's.
6. An average of one-half ( $\frac{1}{2}$ ) point is required for a passing semester grade, with no more than two F's included in the four grading units. However, any combination of two "D's" and two "F's" will result in a failing grade. If a student has earned two F's in any of the three six weeks grading periods, exemption from the second semester/term exam based upon attendance shall be forfeited.
7. All grades of Incomplete shall be made up within the days allowed with the exception of the final grading period of each semester which reverts to a grade of "F" unless an extension has been granted by the school principal due to extenuating circumstances.
8. Good attendance is encouraged and is critical for academic success. Consequently, the classroom teacher may assign a daily participation grade or may provide points for participation linked to the curriculum and content standards.

9. Once a student has taken the semester examination, NO provisions shall be made for retesting and the examination grade becomes final.
10. Each teacher will file a keyed copy of the final comprehensive examination in the principal's office prior to the examination days for both semesters, and the principal shall have access to examinations taken by students at the conclusion of the semester.
11. No student schedule change may be permitted after 5 school days of each semester or term.

### Summary

Grades serve legitimate educational purposes - to inform parents how the student is achieving in school socially and academically; to help the student see himself as a learner and set his goals for future areas of learning; to monitor the student for school placement; to assess the flow of students into various programs; and to provide the teacher with an analysis of his instructional process.

- \* Content standards and objectives statements developed and adopted by the WV Board of Education indicating the knowledge base and skills expected of students for particular programs of study.

## **SECONDARY HONOR ROLL**

1. There will be three categories of secondary honor roll:
 

4.0 – 4.0+	Perfect Honor Roll
3.5 - 3.99	Superior Honor Roll
3.0 - 3.49	Regular Honor Roll
2. Courses for which more than one unit of credit is given will be counted on the honor roll proportionately to the amount of credit given; i.e., United Technical Center - 3 credits.
3. The grade assignments of ALL courses are to be averaged together.
4. Anyone receiving a D, F, or "Incomplete" for a given grading period will be ineligible regardless of grade point average.
5. Citizenship or conduct grades will not affect honor roll standings.
6. At the end of each semester/term both a six week and a semester/term honor roll will be compiled
7. All secondary schools will publish honor rolls in local papers.
8. Honor rolls will be posted in the school for two days prior to publication. No corrections will be made after that time.
9. In order to promote better community relations, it is recommended that a congratulatory note be sent home.

10. A designation for “Honor Roll” will be noted on the report card.

## **HONORS AND ADVANCED PLACEMENT (A.P.) COURSES**

Honors courses are those offering expanded academic content and may include research, in-depth studies, mentorships, content-focused seminars, and extended content standards and objectives instruction. Advanced placement courses are those which are advanced in terms of content and performance expectations of classes normally available for a given grade or age level; they provide credit toward graduation and possible college credit; they include those courses recognized or offered by the College Board, post-secondary schools, and other foundations or corporations of recognized scholastic standing.

Honors and advanced placement courses must be submitted to the Superintendent of Harrison County Schools for Board approval.

Honors and A.P. courses may be reviewed by a county committee to monitor content and methods of instruction. At this time proposals for additional offerings will be considered.

An A.P. class follows a course of study designed to prepare the student for the A.P. examination.

### **Weighted Grades**

County boards of education shall issue weighted grades for Advanced Placement and International Baccalaureate courses for which high school credit is to be awarded. The section below sets forth the grading scale that must be used for Advanced Placement and International Baccalaureate courses. County boards of education continue to have discretionary authority to issue weighted grades for other advanced high school courses.

#### Weighted course grading scale

Average	Grade	Quality Points
93-100	A	5.0
85-92	B	4.0
75-84	C	3.0
65-74	D	2.0
0 – 64	F	0

Revised: 09-18-85, 11-19-86, 08-19-87, 07-20-88, 06-27-90, 01-08-91, 07-01-92, 08-02-94, 06-02-97, 06-23-98, 09-15-98, 05-08-01, 06-23-03, 05-08-08

Harrison County Board of Education

## Elementary Schools

It is the philosophy of the Harrison County Schools to require all teachers to teach the state content standards and objectives (CSO's) for each program of study.

Written tests measuring CSO's shall be administered by the teacher. In assessing the student's grade for each period, the teacher will consider all aspects of performance (mastery of CSO's, attendance, daily class participation, extra credit projects, quiz scores, test scores, etc.)

## Kindergarten

Reports are made four times a year at nine week intervals. Skills on the report card will be marked:

S - Satisfactory  
I - Is Showing Improvement  
N - Needs Improvement  
U - Unsatisfactory  
NI - Skill Not Introduced

Some multiple items are listed on the report card. For example: Identifies the colors circled: red, blue, and green. These items will be circled if they have been learned.

## Grades 1-5

1. Harrison County Elementary Schools will be on a **nine-weeks** grading period.
2. The teacher will determine if a student is above, on, or below level by the basal reader or math text in which he/she is placed. All students will be marked according to their placement in math and reading. First grade teachers may need to use the pacing or leveling scale of the adopted basal series to determine if a student is reading below level.
3. Letter grades are to be used in the appropriate areas when marking report cards. All teachers will use percentages when recording grades in their grade books for the letter grades A, B, C, D, or F.

No + or - markings are to be added to grades on the report card.

To convert percentage grades used in the grade book into letter grades on the report card, use the following:

A - 93 to 100  
B - 85 to 92  
C - 77 to 84  
D - 70 to 76  
F - Below 70

To calculate yearly averages, letter grades will be assigned the following weights: A=4, B=3, C=2, D=1, F=0. The yearly grade is determined by averaging the letter grades.

4.0 - 3.5 = A  
3.4 - 2.5 = B

- 2.4 - 1.5 = C
- 1.4 - .5 = D
- .4 - and below = F

For those students in grades one through five taking second semester exams, yearly averages will be calculated by averaging all **four nine-week** grades and the semester exam grade. For kindergarten students taking second semester exams, exam grades will be recorded on the report card as S or U.

4. It will be the responsibility of the special education teacher to determine the grades in subject areas completely taught by that teacher.

When coordinating reading with Title\_1, the classroom teacher will be responsible for the developmental/remedial reading grade in the regular class after collaboration with the Title 1 teacher. The semester report card from Title 1 is to be considered a separate entity.

5. In all grade levels (1-5), an "X" opposite a skill indicates a need for improvement.
6. All grade levels will base a student's conduct grade on the criteria and discipline plan established in their school. This plan will be based on the discipline practice as adopted by the county school system.
7. Recognition of any special awards may be recorded on the report card in the space provided for teacher's comments.

Try to include at least one positive comment each marking period.

### Grade 1

Satisfactory (S), Is Improving (I), Needs Improvement (N), and Unsatisfactory (U), will be given in all areas during the first marking period. S, I, N, and U will continue to be given in all areas not receiving a grade of A, B, C, D, or F.

**A, B, C, D, or F grades will be given in reading, math, and conduct beginning with the second marking period. A, B, C, D, or F will be given in spelling beginning with the third marking period.**

Yearly averages will be calculated only in subjects that receive an A, B, C, D or F.

### Grade 2

**Satisfactory (S), Is Improving (I), Needs Improvement (N), and Unsatisfactory (U), will be given in English, spelling, reading, and math during the first marking period.**

**A, B, C, D, or F grades will be given in reading, English, spelling, math, and conduct beginning with the second marking period.**

S, I, N, U will be given in all other areas throughout the year.

Yearly averages will be calculated only in subjects that receive letter grades.

### Grade 3

**Satisfactory (S), Is Improving (I), Needs Improvement (N), and Unsatisfactory (U), will be given in the first marking period only in English, spelling, reading, math, science, social studies, and health.**

**Beginning with the second marking period letter grades will be given in these areas.**

S, I, N, U will be given in handwriting, music, art, and physical education. No yearly average will be calculated for these areas.

Conduct will receive an A, B, C, D, or F for the entire school year.

Grades 4-5

An A, B, C, D, or F will be given in reading, spelling, English, math, science, health, social studies, and conduct for the entire school year. Band and strings will also receive an A, B, C, D, or F.

S, I, N, U will be given in handwriting, music, art, and physical education for the entire school year. No yearly average will be calculated for these areas.

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