

## GUIDELINES FOR GRADING SYSTEMS

The legend on each report card explains the meaning of the symbols and how they are used. Principals and teachers should take specific steps to inform the parents of the meaning and intent of the grading system. The grading procedure shall be thoroughly explained to all students at the beginning of each semester and shall not change. This grading policy statement shall include an explanation of how the average grade for a grading period and the final average grade for the year will be computed.

### I. DETERMINING GRADES FOR STUDENTS IN GRADES 2-8

- A. In grades 2-8, report cards will represent tests, homework, daily work, participation, and other classroom assessments.
- B. In grades 2-8, the following grading scale shall be used by teachers to determine letter grades during a grading period:

92 – 100 = A

83 – 91 = B

75 – 82 = C

67 – 74 = D

0 – 66 = F

- C. Quality points and/or percentages shall not be used in grades 2-8 in determining grades during **any** grading period. Grades for each grading period shall be computed by adding the raw score grades and dividing the points earned by the number of possible points. At the end of each grading period, the raw scores shall be averaged and converted to percentages. The letter grade equivalent shall be printed on the report card. A legend will provide the grading scale for informational purposes. (In an effort to align with the Louisiana Comprehensive Curriculum which integrates Language and Reading, and Bulletin 741, Reading and Language will be combined on the report card for grades 2-5)
- D. All final grades shall be determined by quality points (4, 3, 2, 1, and 0). Any points .5 or above shall be converted to the next highest whole number.
- E. Students attending resource rooms on a daily basis are assigned a grade in that subject by the resource teacher. Students attending resource rooms for a percentage of the scheduled time are assigned grades by the resource teacher/s for work completed. These grades shall be combined with the regular classroom teacher's grades for determining a final grade.

### II. DETERMINING GRADES FOR HIGH SCHOOL STUDENTS

- A. In grades 9-12, report cards will represent tests, homework, daily work, participation, and other classroom assessments.

- B. In grades 9-12, the following grading scale shall be used by teachers to determine letter grades during a grading period:

92 – 100 = A

83 – 91 = B

75 – 82 = C

67 – 74 = D

0 – 66 = F

- C. Points, not percentage grades, shall be assigned to students for tests, homework and daily work. At the end of the grading period, a percentage grade shall be computed by dividing the points earned by the total possible points.
- D. A student's final grade for each semester shall be computed by adding the percentage grades earned during each of the grading periods, doubling this figure and then counting the percentage grade made on the semester examination as one-seventh of the total. The student's final grade for the year shall be computed by averaging the two semester grades. Any percent .5 or above shall be converted to the next highest whole number.
- E. Students attending resource rooms on a daily basis are assigned a grade in that subject by the resource teacher. Students attending resource rooms for a percentage of the scheduled time are assigned grades by the resource teacher/s for work completed. These grades shall be combined with the regular classroom teacher's grades for determining a final grade.

#### **IV. DETERMINING RANK OR AVERAGE – HIGH SCHOOL**

- A. Final grades only shall be used. All courses taken must be indicated on the student's transcript. If a student repeats a course, only one (1) credit can be earned, and the best grade will be permanent grade for that subject and the one used for GPA. This final grade will be used for averaging and for the official transcript.
- B. Final grades in all high school subjects listed on the transcript, except those earned through private instruction, shall be used in determining the four (4) year average or rank.
- C. In determining honor roll, honor society and quality points for organizational membership, all final grades shall be used.
- D. A student's rank or four (4) year average is determined by dividing the total number of quality points by the total number of units scheduled for which a final grade was received. This computation shall include subjects which were repeated but shall exclude units earned through private instruction. All computations will be carried to the nearest hundredth.

- E. Calculations for ranking will include all Carnegie units earned including those earned as elementary students and those earned in conjunction with dual enrollment courses through the University of Louisiana – Lafayette, South Louisiana Community College, and the Louisiana Technical College.

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