

V. CURRICULUM AND INSTRUCTION

CURRICULUM POLICY #2

ASSESSMENTS AND GRADING

A. Examinations Required by the State and Federal Governments

Lanikai Elementary PCS students shall participate in all required state and federal examinations.

1. Whenever examinations required by law are administered, the principal (or designee) shall provide parents/guardians written notice of the date of the examination, the uses and importance of the examination, and the student's test results.
2. All examinations required by the state or federal law will be administered according to state or federal guidelines.
3. Special Education students shall participate in state and federal examinations according to their Individualized Education Programs.
4. Parents/guardians may obtain for their student an exemption from the state and federal examinations only by written request sent to the Principal.

B. Grading for Academic and General Learner Outcomes

Parents/guardians will receive report cards indicating their student's educational and social progress in each quarter. Parents/guardians will be notified as appropriate of deficiencies in their student's educational progress.

C. Informing parents/guardians

At parent/teacher open houses or conferences, parents/guardians will be informed about such matters as the goals and objectives of the class, grading procedures for academic studies and General Learner Outcomes, classroom practices and procedures, homework practices and expectations, and parent/guardian responsibilities.

D. Disputes over grades

Teachers are responsible for setting objective standards for grading academics and citizenship and shall make these standards known to the parents/guardians. Teachers are responsible for assigning grades to the students in their classes. A grade change may not be made as the result of coercion by any person(s).

If a student or parent/guardian believes a grade is unfair or inappropriate, the student or parent/guardian may appeal to the teacher of the class. If the issue cannot be resolved with the teacher, the student or parent/guardian may request a meeting with the Principal. Any meeting with the Principal, the student, and the parent/guardian shall include the teacher who assigned the grade in dispute.

If the matter is still unresolved, the student or parent/guardian shall appeal in writing to the Board. The appeal shall allege specifically how the teacher's grading system reflects a mistake. The decision of the Board shall be final and binding.

E. Effect of GLO grades

Citizenship grades shall not be reflected in academic progress reports or grade

Adopted: 4-11-07