

SMYRNA SCHOOL DISTRICT *POLICY*

Section:	6000 Instruction	Office Responsible:	Office of Curriculum and Instruction
Policy:	6110 Grading Policy		
Related Policies:	N/A	Administrative Procedures:	N/A

I. Purpose

Outline the manner in which grades are determined in the Smyrna School District.

II. Authority

Delaware Code, Title 14 § 155

III. Definitions

Grading: a process by which individual students are assessed to determine the extent to which each has achieved the instructional goals and objectives (learning targets and standards) of a course or area of study.

IV. Policy Statement

Philosophy

- a. The Smyrna School District Board of Education expects that grades assigned to students, based upon a professional evaluation of student performance in a particular course or area of study, are to be based solely upon predetermined student learning targets which are available to students and parents.
- b. A key purpose of grading is to assess student understanding in order to inform future learning and instruction.
- c. The Board of Education believes that a grade should never be construed as an end in itself.
- d. The Board of Education believes that evaluation of student progress in the form of grades must be objective, understandable to students and to parents, and communicate strengths and weaknesses of student performance.
- e. Final course grades will communicate the level of competency a student has achieved related to the knowledge and skills expected within a course or academic discipline.

Implementation

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Regulations shall ensure that grading is consistent with this policy.

General Guidelines (Kindergarten - Grade 12)

- a. The intent of the reporting systems is to communicate academic achievement to students and parents. Grades must be an accurate reflection of the skill or concept being assessed and clearly tied to predetermined learning goals.
- b. Negative nor positive classroom behavior shall not affect students' grades. Social emotional development and/or work habits will be noted in a separate area of the report card.
- c. Each teacher shall communicate their grading system to students/parents at the beginning of each school year or semester as appropriate. Principals shall ensure that each grading system so distributed is consistent with:
 - i. the district's grading policy and regulation
 - ii. sound educational practice
 - iii. other teachers in the same grade or department or who are teaching the same course/subject
- d. Teachers shall have the responsibility for determining student grades consistent with the district's policy and regulation.
- e. At all grade levels, parents/guardians will receive communication stating mid-marking documentation has been issued or interim reports are posted and available online. Teachers may elect to send updates on student progress more frequently.
- f. Distribution
 - i. For grades K through 6, student report cards shall be distributed every twelve weeks. In addition to being available online, hard copies will be sent home.
 - ii. For grades 7-12, student report cards shall be distributed every nine weeks.
- g. Progress documentation will be shared with all parents/guardians at the mid-marking point of each marking period.
 - i. In Grades K -5, parents/guardians will receive content-specific information indicating students' progress toward specific learning targets.
 - ii. In Grades 6 - 12, parents/guardians will receive an interim progress report, similar to the end-of-marking-period report card.
- h. The approved school calendar shall provide designated days for parent conferences for

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Early Childhood through Grade 12. Additional conferences relating to student progress shall be scheduled as needed. Whenever possible, such conferences are to be arranged in order to accommodate parents’/guardians’ schedules.

- i. A teacher’s grades may not be changed by a school administrator without permission of the teacher.
- j. Exceptional Marks on Report Card
 - i. A student that is unable to complete classwork and assessments for a given marking period due to a recognized excused reason will receive an Incomplete (I) on the report card. This will remain on the report card until the student has been given time to complete work and a finalized grade can be determined.
 - ii. ESL Students, who have attended schools in the United States for three years or less, qualify for grades under the following conditions:
 - 1. A regular grade will be earned when they demonstrate ability to complete and pass grade level work; or
 - 2. An “S” (Satisfactory) grade when they can perform only modified/partial assignments due to their level of English Language Proficiency but are extending effort to complete and comprehend the work; or
 - 3. A “U” (Unsatisfactory) grade will be earned when no effort to attempt to do any level of modified work is made. **Elementary Grading Scale (Kindergarten - Grade 5)**
- a. The grading scale, or performance indicators, for all students, in all subjects, shall be 4, 3, 2, 1, or NA.

b. Further description of the progress indicators is as follows:

Progress Indicator	Description
4	(Meeting) Student has met end-of-grade-level standards.
3	(Approaching) Student has found success with a majority of the material, but has not met end-of-grade-level standards.
2	(Developing) Student has an awareness of basic concepts and shows some progress, but is behind in reaching end-of gradelevel standards.
1	(Beginning) Student has limited grasp of the concepts and is well-below end-of-grade-level standards.

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NA	(Not Assessed) Student was not assessed on this skill or standard during the reporting period.
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- c. All indicators are eligible marks, each marking period, as appropriate. The district will strive to teach stakeholders that a “4” is only an appropriate mark once the entire standard has been assessed for end-of-year mastery.

Secondary Guidelines (Grades 6 - 12)

- a. All teachers teaching the same content and/or grade level will establish standard grading classifications for all graded artifacts of learning. Graded artifacts will fall into one of the following three categories:

Category	Multiplier
Preparation for Learning	1
Practices of Learning	3
Products of Learning	5

- b. Full-year courses at the high school will have final exams, and all students are expected to take end-of-year finals.
- c. Grades will be entered in the gradebook with the following value:

A 4.0

A- 3.7

B+ 3.3

B 3.0

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B- 2.7

C+ 2.3

C 2.0

C- 1.7

D+ 1.3

D 1.0

F 0.0

d. Both the marking grade and final grade will be calculated using the following cut scores.

A 3.50 - 4.00

A- 3.30 - 3.49

B+ 3.10 - 3.29

B 2.70 - 3.09

B- 2.50 - 2.69

C+ 2.30 - 2.49

C 1.80 - 2.29

C- 1.60 - 1.79

D+ 1.40 - 1.59

D 1.00 - 1.39

F 0.0 - 0.99

e. In calculating the final grade for each course, the following equations are used:

Intermediate School

Trimester 1 + Trimester 2 + Trimester 3

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Middle School (or any High School course without a final)

$$\frac{MP\ 1 + MP\ 2 + MP3 + MP4}{4}$$

4

High School (Full Year Course with a Final)

$$(MP\ 1 \times .22) + (MP\ 2 \times .22) + (MP\ 3 \times .22) + (MP\ 4 \times .22) + (Final \times .12)$$

Semester Course (Middle School and High School)

$$\frac{MP\ 1 + MP\ 2}{2}$$

$$\frac{MP3 + MP4}{2}$$

2 or

2

- f. GPA is computed at the end of the 9th, 10th, 11th and 12th grades. The GPA will be calculated through the following three methods:
 - i. Unweighted: All courses will carry the exact values as the grades/calculations listed above.
 - ii. Weighted: Honors courses are assigned +0.5 quality points and Advanced Placement and Dual Enrollment courses are assigned +1.0 quality points. (Grades of F, D or D+ are not eligible for weighting)
- g. Class rank will be based on the weighted GPA described above.
- h. Valedictorian, Salutatorian, Magna Cum Laude, Summa Cum Laude will be awarded for each senior class based on class rank.
- i. Students not receiving credit for a course (due to failing grades) will be notified of their eligibility for Summer Learning Academy. Upon the successful completion of all summer school requirements, students will receive a maximum of 'C' on their permanent record for the summer school course.

**Italics indicate Delaware Regulation Administrative Code Title 14 wording.*

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Board Approval Acknowledged by:



Christine Malec, President
Smyrna School District Board of Education

Policy Actions

Adopted: 6/18/1987 2/15/1989

7/24/1991

5/18/1994

10/19/1994 5/17/1995

11/19/1997

9/20/2000

8/17/2005

Revised: 8/18/2010

8/20/2014

5/13/2015

8/16/2017

9/19/2018

7/24/2019

8/11/2021

8/30/2023

3/20/2024

10/16/2024