

GRADE REPORTING

In accordance with state law as referenced in TAC 75.191, section (d), item number 5 and as referenced in local district policy E I A B:

“69 and below = actual number grade earned. A school district may, at its discretion, record a 50 for any numerical grade earned that is lower than 50.”

Effective as of this date and until such time a new regulation is issued: A grade of 50 shall be recorded for each grading period that a grade earned for that grading period is lower than 50. Grades earned on semester tests shall be recorded without modification.

Grades should not be changed any later than 7 days after the end of the grading period. Incomplete grades will become zeros and credit will not be given for the course. Grades given for the grading period will not exceed a numerical value of 100.

A minimum of five (5) grades must be recorded for each three weeks period.

Numeric grades will be recorded in all subject areas. Numeric and letter grade equivalents will be as follows:

90 – 100	=A
80 – 89	=B
70 --79	=C
Below 70	=Failing
I	=Incomplete (necessary for UIL eligibility –must be clear in 7 days).

Grades are maintained on Teacher computers using the Chancery SMS software. Teachers are responsible for the accuracy and security of the grades. Chancery SMS is also used to report attendance.

Report cards will be issued to students following the end of the grade-reporting period. Report cards for the final reporting period will be mailed.

Final exams count 1/5 or 20% of the final grade.

THE FOLLOWING PROCEDURES ARE TO BE FOLLOWED IN REPORTING STUDENT GRADES TO PARENTS.

1. A progress report shall be given to every student each three week of a grade reporting period.
2. Also, at any point during a grade reporting period that a student is in jeopardy of failing a class, the teacher shall contact the parents by phone informing them of the situation. In the event that a parent cannot be reached either at work or at home by phone, a letter explaining the grade status shall be sent to the parent. A copy of the letter shall be kept in the teacher’s room for future reference.
3. On any grade reporting document, no grade lower than a 50 shall be given.
4. While it cannot be mandated, a grade of 69 given by a teacher will not be supported and defended by the DISD Administration.
5. Proper notification means a student shall not complete a grading period doing unsatisfactory work without parents being informed in accordance with board policy EIAB.
6. Sponsors are responsible for checking the eligibility of students participating in UIL activities.
7. If the final exam causes a student to fail the course, the student may be given the exam again.

OUR EXPECTATIONS OF STUDENTS WILL BE ACHIEVED IF WE HAVE A DIRECT LINE OF COMMUNICATION WITH PARENTS. THE STRENGTH OF OUR SCHOOL WILL BE BUILT UPON YOUR ABILITY TO COMMUNICATE TO PARENTS IN A POSITIVE WAY.