

**Students****GRADES/EVALUATION OF STUDENT ACHIEVEMENT**

*Written report cards displaying students' grades in each subject or course shall be distributed to parents/guardians at the end of each grading period. Parents/guardians shall be offered an opportunity to meet with their child's teacher(s) to discuss the grades and strategies to improve their child's performance.*

*(cf. 6020 - Parent Involvement)*

*Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. (Education Code 49067)*

*(cf. 5123 - Promotion/Acceleration/Retention)*

*For each student in grades 9-12, the Superintendent or designee shall maintain a transcript recording the courses taken, the term that each course was taken, credits earned, final grades, and date of graduation.*

*(cf. 5125 - Student Records)*

*(cf. 6146.1 - High School Graduation Requirements)*

**Grades for Achievement**

Grades for achievement shall be reported for each marking period as follows:

*For grades K-5, students' level of progress shall be reported as follows:*

**3 - Meets and sometimes exceeds grade level standards / expectations**

**2 - Progressing towards grade level standards / expectations**

**1 - Below grade level standards / expectations**

~~A - 4.0 grade points~~

~~B - 3.0 grade points~~

~~C - 2.0 grade points~~

~~D - 1.0 grade points~~

~~F - 0 grade points~~

~~I - 0 grade points~~

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A	Outstanding Achievement	4.0 grade points
B	Above Average Achievement	3.0 grade points
C	Average Achievement	2.0 grade points
D	Below Average Achievement	1.0 grade points
F	Little or No Achievement	0 grade points
I	Incomplete	0 grade points

~~Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. (Education Code 49067)~~

An Incomplete is given only when a student's work is not finished because of illness or other excused absence. If not made up within six weeks, the Incomplete shall become an F.

**Grades for Physical Education**

No grade of a student participating in a physical education class may be adversely affected due to the fact that the student, because of circumstances beyond his/her control, does not wear standardized physical education apparel. (Education Code 49066)

(cf. 6142.7 - Physical Education)

Student performance in high school physical education courses shall be based upon evaluation of the student's individual progress, attainment of goals in each instructional area, tests designed to determine skill and knowledge, and physical performance tests. (5 CCR 10060)

High school students using interscholastic athletic participation to fulfill physical education requirements, as authorized by Education Code 51242, may be graded on this participation provided that a teacher credentialed to teach physical education supervises this participation and assigns the grade.

(cf. 6145.2 - Athletic Competition)

Students in grades 7 through 12 must earn at least a 2.0 or C grade point average in order to participate in extra/cocurricular activities.

(cf. 6145 – Extracurricular and Cocurricular Activities)

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**Criteria for achievement grades**

Criteria for determining grades for achievement may include but are not limited to:

1. Demonstrated understanding of concepts in assessments such as tests, projects, presentations, or writing assignments.
2. Originality and reasoning ability when working through problems.
3. Contribution to classroom discussions.
4. Application of skills and principles to new situations.
5. Organization and presentation of written and oral reports.
6. Preparation of assignments, including accuracy, legibility and promptness.

**Grades for Citizenship and Effort**

**Grades for citizenship and effort shall be reported each marking period as follows (Grades K-5):**

**3 - Meets and sometimes exceeds grade level standards / expectations**

**2 - Progressing towards grade level standards / expectations**

**1 - Below grade level standards / expectations**

Grades for citizenship shall be reported each marking period as follows:

E Excellent

O Outstanding

S Satisfactory

N Needs Improvement

U Unsatisfactory

**Criteria for citizenship and effort grades**

**Criteria for determining grades for citizenship and effort may include but are not limited to (Grades K-5):**

1. Follows directions, school rules, and expectations
2. Demonstrates effort in academic work
3. Demonstrates self control and personal accountability

- 4. Interacts appropriately with peers and adults**
- 5. Manages time and materials effectively**

Criteria for determining grades for citizenship may include but are not limited to:

1. Student obeys rules.
2. Student respects public and personal property.
3. Student maintains courteous, cooperative relations with teachers and fellow students.
4. Student works without disturbing others.
5. Student takes responsibility for having necessary tools and materials.
6. Student shows interest and initiative.
7. Student goes to work immediately and completes assignments.
8. Student uses free time resourcefully.

**Students****GRADES/EVALUATION OF STUDENT ACHIEVEMENT****Advanced Placement/Honors Courses (High School Level)**

Students are encouraged to pursue the most rigorous and challenging course of study available to them. This includes Advanced Placement and Honors classes where those classes match the student's abilities, interests and goals. For the purposes of Honor Roll and Scholar Athlete recognition, grades received in AP and Honors classes will be awarded bonus points.

To qualify for Honor Roll, students must have a grade point average of 3.5 or better. To qualify for Scholar Athlete, students must have a grade point average of 3.3 or better.

*Because of the more rigorous nature of Advanced Placement, ~~honors, and concurrent~~ postsecondary courses, students receiving a grade of A, B, or C in those courses shall receive extra grade weighting as follows:*

<i>A</i>	<i>Outstanding Achievement</i>	<i>5.0 grade points</i>
<i>B</i>	<i>Above Average Achievement</i>	<i>4.0 grade points</i>
<i>C</i>	<i>Average Achievement</i>	<i>3.0 grade points</i>

*(cf. 6141.5 - Advanced Placement)*

*(cf. 6172 - Gifted and Talented Student Program)*

*(cf. 6172.1 - Concurrent Enrollment in College Classes)*

~~For these programs, a bonus point will be added to the grades in AP and Honors courses as follows:~~

~~A = 5 points~~

~~B = 4 points~~

~~C = 3 points~~

**Students****GRADES/EVALUATION OF STUDENT ACHIEVEMENT****Pass/Fail Grading**

The Superintendent or designee may identify courses or programs for which students may, with parent/guardian permission, elect to earn a Pass or Fail grade instead of a letter grade.

Students who receive a Pass grade shall acquire the appropriate semester units of credit for the course. The grade shall not be counted in determining class rank, honors list, or membership in the California Scholarship Federation. Students who receive a Fail grade shall not receive credit for taking the course.

**Peer Grading**

At their discretion, teachers may use peer grading of student tests, papers, and assignments as appropriate to reinforce lessons.

**Repeated Classes**

With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. The student shall receive credit only once for taking the course.

The highest grade received will be the permanent grade on the student's transcript.

**Withdrawal from Classes**

A student who drops a course during the first six weeks of the semester may do so without any entry on his/her permanent record card. A student who drops a course after the first six weeks of the semester shall receive an F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

**Effect of Absences on Grades**

~~When an unexcused absence occurs, the student and parent/guardian shall again be notified and informed of the district's policy regarding excessive unexcused absences.~~ ***Teachers who withhold class credit because of excessive unexcused absences shall so inform students and parents/guardians at the beginning of the school year or semester. When a student reaches the number of unexcused absences defined as excessive in Board policy, the student and parent/guardian shall again be notified of the district's policy regarding excessive unexcused absences.***

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*(cf. 5113 - Absences and Excuses)*

The student and parent/guardian shall have a reasonable opportunity to explain the absence.  
(Education Code 49067)

If the absence is not verified as excusable within 10 days, it shall be recorded as unexcused. The person receiving any explanation of the absence by the parent/guardian shall make a record of this explanation and the date when it was given.

(cf. 5113 - Absences and Excuses)

***If a student receives a failing grade because of excessive unexcused absences, the student's record shall specify that the grade was assigned because of excessive unexcused absences.  
(Education Code 49067)***

**Foster Care Students**

Grades for a student in foster care shall not be lowered if the student is absent from school due to either of the following circumstances: (Education Code 49069.5)

1. A decision by a court or placement agency to change the student's placement, in which case the student's grades and credits shall be calculated as of the date the student left school
2. A verified court appearance or related court-ordered activity

**Grade Point Average**

***The Superintendent or designee shall calculate each student's GPA using the grade points assigned to each letter grade in accordance with the scale described in the section "Grades for Achievement" above. The grade points for all applicable coursework shall be totaled and divided by the number of courses completed.***

*(cf. 5126 - Awards for Achievement)  
(cf. 6145 - Extracurricular and Cocurricular Activities)*

***When plus and minus designations are added to letter grades, they shall not be considered in determining GPA at Mira Costa High School.***

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MANHATTAN BEACH UNIFIED SCHOOL DISTRICT  
Manhattan Beach, California