

A POLICY STATEMENT OF  
THE HANCOCK COUNTY BOARD OF EDUCATION  
New Cumberland, West Virginia 26047

**GRADING SYSTEMS**

The Hancock County Board of Education believes that the cooperation of school and home is a vital ingredient to the growth and education of the whole child. It recognizes its responsibility to keep parents informed of student welfare and progress in school. Therefore, the Board directs the establishment of a system of reporting student progress which shall include written reports and parent conferences with teachers. As part of their professional responsibility, appropriate staff members shall comply with the use of *LIVEGRADES* as the grading system for Hancock County Schools.

To assure excellence in education, evaluating pupil progress must be a continuous process. A variety of methods must be utilized to achieve a fair and accurate student progress report for parents. The methods must:

1. Ensure that both student and parent receive ample warning of a pending grade of *failure* or one that would adversely affect the student's academic status;
2. Enable the scheduling of parent-teacher conferences at such times and in such places as will ensure the greatest degree of participation by parents;
3. Specify the issuance of report cards at intervals of not more than nine (9) weeks;
4. Ensure that all grades will be recorded in a timely manner in the county's approved electronic gradebook (i.e., *LiveGrades*.)
5. Ensure issuance of a letter to seniors during the final grading period for each failed assignment;
6. Ensure the final grade at the secondary level represents an assessment of the student's work for the entire course.

A report card shall be issued at the end of each grading period with the following specifications:

- Kindergarten will report academic progress with a *Parent Progress Report for KinderCorner* beginning with the *first* grading period and an *Early Learning Rating Scale (ELRS)* parent report in the fall and spring.
- Grade 1 will report academic progress with a *Parent Progress Report for Reading Roots* beginning with the first grading period.
- Grades 1, 2, & 3 will report academic achievement in math and reading using a letter grade (i.e., A, B, C, D or F); progress in science, social studies, health, writing, music, art, and physical education will be indicated by **S (Satisfactory)** or **N (Needs Improvement)**.
- Grade 4 will report academic achievement in math, reading, science and social studies using a letter grade while writing, music, art, and physical education progress will be indicated with S or N.
- Grades 5, 6, 7 and 8 will receive letter grades in core academic classes and in all related arts classes, except when special circumstances exist. Special circumstances must be addressed on an individual student basis and must be outlined in each student's IEP.
- Grades 9, 10, 11 and 12 will receive letter grades for all classes. However, such grades shall be weighted in specific classes (e.g., Advanced Placement.)

The letter grades used to indicate academic progress are:

<b>AVERAGE</b>	<b>GRADE</b>	<b>QUALITY POINTS</b>
<del>93-100</del> 90-100	A	4.0
<del>85-92</del> 80-89	B	3.0
<del>75-84</del> 70-79	C	2.0
<del>65-74</del> 60-69	D	1.0
<del>0-64</del> 0-59	F	0.0

As an **INCENTIVE** for excellent attendance, high school students who have two (2) absences or less will have the option of taking final exams. Any final exam taken as an option will not negatively affect the final grade in the class. Qualifying students must present **WRITTEN PARENTAL PERMISSION** to the principal in order to be excused from taking final exams. This provision does not exempt students from End of Course Exams (EOCE) where **REQUIRED**. EOCE count as 15% of the final grade.

Date Adopted: 7/08/13  
Date Amended: 8/12/95; 2/13/17  
Date Reviewed:

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*The above Policy Statement is an integral part of the Official Policy Manual of this Board of Education as of the date shown adopted.*

