



TO: Dr. J. Brian Sarvis, Superintendent
FROM: Robin Sawaske, Associate Superintendent for Education
DATE: May 29, 2009
RE: Administrative Regulation 5121, "Grades/Evaluation of Student Achievement"

In November 2008, the board of education approved a portion of the 5000 series of board policies and administrative regulations. Since then, a change was made to Administrative Regulation 5121 "Grades/Evaluation of Student Achievement" that district staff initially considered a technical matter that did not need to go before the board again for approval. However, since changes were made to the text of the administrative regulation, it will now go to the board for approval at the June 9, 2009 regular meeting.

The changes include:

- The addition of a "W" preceding an "F" grade signifying a late withdrawal from a class as opposed to an earned "F" grade;
- a distinction between the traditional semester grading periods and the San Marcos block schedule grading period.

Adams Elementary School	Harding Elementary School	Peabody Charter School	Goleta Valley Junior High School	Dos Pueblos High School
Cesar Chavez Charter School	McKinley Elementary School	Roosevelt Elementary School	La Colina Junior High School	La Cuesta Continuation High School
Cleveland Elementary School	Monroe Elementary School	Santa Barbara Charter School	La Cumbre Junior High School	San Marcos High School
Franklin Elementary School	Open Alternative School	Santa Barbara Community Academy	Santa Barbara Junior High School	Santa Barbara High School
		Washington Elementary School		

Santa Barbara School Districts

Administrative Regulation

Students

AR 5121

GRADES/EVALUATION OF STUDENT ACHIEVEMENT

Grades for Achievement

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

A	(90-100%)	Outstanding Achievement	4.0 grade points
B	(80-89%)	Above Average Achievement	3.0 grade points
C	(70-79%)	Average Achievement	2.0 grade points
D	(60-69%)	Below Average Achievement	1.0 grade points
F	(0-59%)	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)

(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 6020 - Parent Involvement)

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)

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.

(cf. 6142.7 - Physical Education)

Grades for Citizenship and Effort

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

O	Outstanding
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

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 an A-F 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 an F grade shall not receive credit for taking the course.

Peer Grading

At their discretion and with sensitivity, teachers may use peer grading of student tests, papers and assignments as appropriate to reinforce lessons. Under the teacher's direction, as a peer learning opportunity students are sometimes permitted to engage in peer grading of non-high stakes tests.

(cf. 5125 - Student Records)

Repeating Classes

With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. Both grades received shall be entered on the student's transcript, but the student shall receive credit only once for taking the course.

The highest grade received shall be used in determining the student's overall grade point average.

Withdrawal from Classes

A student who drops a course during the first six weeks of the semester at Santa Barbara High School and Dos Pueblos High School and during the first three weeks at San Marcos High School 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~~ three weeks at San Marcos High School and six weeks at Santa Barbara and Dos Pueblos high schools shall receive an WF grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

Absences from School

Teachers who withhold class credit because of excessive unexcused absences shall so inform the class and parents/guardians at the beginning of the semester.

When an unexcused absence occurs, the student and parent/guardian shall again be notified of the district's policy regarding excessive unexcused absences.

(cf. 5113 - Absences and Excuses)

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

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

(cf. 5125 - Student Records)

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

Regulation **SANTA BARBARA SCHOOL DISTRICTS**
Approved: November 25, 2008 Santa Barbara, California