

## Instruction

### Grading, Promotion and Acceleration

The Superintendent shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to place/promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, performance on the Illinois *Partnership for Assessment of Readiness for College and Careers* (PARCC), and other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted.

In cases where a non age-appropriate grade placement (e.g., retention, advanced placement, acceleration) is considered, the Superintendent (or designee) will ensure the that such decisions adhere to the following published principles:

- Non age-appropriate grade placement is available to any student that may benefit.
- Recommendations/requests for non age-appropriate grade placement can be made by a teacher, administrator, and/or parent/guardian.
- The process for evaluating recommendations for non age-appropriate grade placement shall involve multiple people including the student's parents or guardians.
- The process for evaluating recommendations for non age-appropriate grade placement shall include assessment data from multiple sources.
- The ultimate decision regarding non age-appropriate grade placement shall be made by the administrator and communicated in writing to the student's parents/guardians.

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A District administrator cannot change the final grade assigned by the teacher without notifying the teacher. Reasons for changing a student's final grade include:

- A miscalculation of test scores,
- A technical error in assigning a particular grade or score,
- The teacher agrees to allow the student to do extra work that may impact the grade,
- An inappropriate grading system used to determine the grade, or
- An inappropriate grade based on an appropriate grading system.

Should a grade change be made, the administrator making the change must approve in writing the changed record.

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/10-20.9a, 5/10-21.8, and 5/27-27.

CROSS REF.: 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:300 (Graduation Requirements), 6:340 (Student Testing and Assessment Program), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

ADOPTED: August 9, 1999

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