



# Ocean County Vocational Technical School District

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## District Policy

### 2624- GRADING SYSTEM

Section: Program  
Date Created: October 2005  
Date Edited: October 2005

The Board of Education recognizes that a system of measuring, recording, and reporting the achievements of individual pupils is important to the continuing process of learning. The Board, therefore directs the instructional program of this school district include a system of grading that measures progress toward the New Jersey Core Curriculum Content Standards and the educational goals of the district.

Pupils shall be informed at the outset of any course of study of the behaviors and achievements that are expected of them and shall be kept informed of their progress during the course of study. As a rule, grading should reward pupils for positive efforts and minimize failure, and pupils should be encouraged to evaluate their own achievements.

The Superintendent shall develop and continually review in consultation with teaching staff members, parent(s) or legal guardian(s), and pupils, a grading program appropriate to the course of study and maturity of pupils. The final decision on any contested grade will be the responsibility of the Building Principal. A pupil classified as disabled will be graded in accordance with his/her Individualized Educational Program (IEP) or the Section 504 Plan.

### EVALUATION OF INDIVIDUAL STUDENT PERFORMANCE

#### Grading

The Superintendent, in consultation with the teaching staff, shall develop a marking system to be used uniformly in the same grade level throughout the schools. The system should be clear, easily understood by parent(s) or legal guardian(s) and students, and able to be applied with consistency. Evaluation and grading symbols shall be intended to appraise the student's progress toward established goals, and shall be a factor in promotion/graduation decisions.

The Board of Education encourages the certified staff, under the direction of the Superintendent or designee, to employ a comprehensive approach to the use of appraisal and evaluative techniques in monitoring student progress, including, but not limited to, recognized standardized achievement testing programs, written or oral teacher-made tests, performance observation as well as formal and informal evaluation techniques.

The Superintendent or designee shall have the right to review and adjust disputed grades.

### Testing

In addition to testing procedures established in Policy 2622, Assessment of Pupils, the school district shall establish and maintain a testing program to:

1. Measure the needs and progress of individual students;
2. Allow comparison of district students with national or other norms; and
3. Aid in evaluation of programs.

The district testing program shall embody at least the tests required by state law. The administration shall continually scrutinize the applicability and effectiveness of tests being used in the district.

School personnel shall not use tests, procedures or other guidance and counseling materials which are differentiated or stereotyped.

Any requests for surveys, student observations, or student questionnaires must be forwarded through the Principal's office to the Superintendent's office for approval before any survey or observation can be conducted.

Individual results of standardized tests, shall be made available to parent(s) or legal guardian(s) upon their request, but shall be considered confidential information to be available only to authorized persons. School and district tests shall be reported to the Board of Education.

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