

EVALUATION OF INDIVIDUAL STUDENT PERFORMANCE

Grading

The chief school administrator, 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 parents/guardians and pupils, and able to be applied with consistency of interpretation. Computation of grade-point average and rank in class shall be uniform throughout the district. Evaluation and grading symbols shall be intended to appraise the pupil'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 chief school administrator, to employ a comprehensive approach to the use of appraisal and evaluative techniques in monitoring pupil progress, including, but not limited to, written and oral teacher-made tests, performance observation, parent/guardian interviews, formal and informal evaluation techniques, use of cumulative pupil records, and medical examinations. Recognized standardized achievement tests may also be used in grades designated by the board.

If a grade is challenged by a parent or a pupil, a teacher-parent conference shall be held in which the teacher shall furnish the grades and the reasons for the final grade. If a parent or pupil is not satisfied with the teacher conference, the pupil or parent may go to the principal. In an attempt to resolve the matter, the principal must involve the teacher and the pupil and the parent in the investigation. The decision regarding the grade then rests with the principal. If the grade is changed by the principal, he/she should change the grade on all records, and note by whose authority the grade has been changed. No reprisals shall be taken in any form against a teacher who remains determined in his/her belief that the grade he/she originally gave is fair and correct.

If the grade is not changed at the building level, it is the right of the parent or pupil to pursue the matter to the Superintendent and finally to the Board. In the investigation either by the Superintendent or the Board, the teacher must be involved and has the right to be represented by any person named by him/her. It is the right of the Superintendent or Board to make a final judgment in support of or to change a grade. If the grade is changed at this level, it shall be duly noted on all school records by whose authority the grade was changed. No reprisal shall be taken against the principal who remains determined in his/her belief that his/her original determination is fair and correct.

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Testing

In addition to testing procedures established in policy 5120 Assessment of individual needs, the school district shall establish and maintain a general testing program to:

- A. Improve the instructional program to assist pupils in achieving the Core Curriculum Content Standards;
- B. Measure the needs and progress of individual pupils;
- C. Measure the achievement of grade levels;
- D. Allow comparison of district pupils with national or other norms;
- E. 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 that are differentiated or stereotyped on the basis of race, color, creed, religion, sex, ancestry, national origin or social or economic status.

Any requests for surveys, pupil observations, or pupil questionnaires must be forwarded through the principal's office to the chief school administrator's office for approval before any survey or observation can be conducted.

Individual results of standardized tests, including intelligence tests, shall be made available to parents/guardians upon their request, but shall be considered confidential information to be available only to authorized persons. School and district test results shall be discussed in a public meeting.

Determining Class Rank

The chief school administrator shall develop procedures for determining class ranking that take into account:

- A. Records of transfer pupils;
- B. Honors and advanced courses.

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In determining class rank, grades or credits received through correspondence courses or distant learning network programs shall not be included in the calculations of class rank.

Adopted: June 9, 2003

Revised: August 14, 2006

Legal References: N.J.S.A. 18A:7C-3, -4, -6, Remedial instruction for students not
-6.2 meeting graduation standards ...
N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:54-20 Powers of board (county vocational
schools)
N.J.A.C. 6:4-1.5(g), (h) School and classroom practices
N.J.A.C. 6:8-1.1 Words and terms defined
N.J.A.C. 6:8-2.2 School-level planning
N.J.A.C. 6A:8-1.1 et seq. Standards and Assessments
See particularly:
N.J.A.C. 6A:8-1.3, -4.1, -5.1
N.J.A.C. 6A:24-4.1 *Implementation of whole school reform model*
N.J.A.C. 6A:30-1.4 Evaluation process for the annual review

Talarsky v. Edison Township Board of Education, 1977 S.L.D. 862

Manual for the Evaluation of Local School Districts (August 2000)