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TYLER ISD
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AWARD OF CREDIT

Award of Credit

TAC 74.26, Policy EI

The award of credit for a course by a school district affirms that a student has satisfactorily met all state and local requirements. A student may not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered. Education Code 25.092 [See FEC] Credit for courses for high school graduation may be earned only if the student received a grade of 70 on a scale of 100, based upon course-level, grade-level standards of the essential knowledge and skills curriculum. Credit earned toward state graduation from an accredited school district shall be transferable and must be accepted by any other school district in the state. A district may not prohibit a new student from attending school pending receipt of transcripts or records from the school district the student previously attended. Credit earned in a local-credit course may be transferred only with the consent of the receiving school district. A school district must ensure that the records or transcripts of out-of-state, out-of-country, or Texas nonpublic school students are evaluated and that the student is placed in appropriate classes promptly.

Credit by Examination without Prior Instruction – Grades K-5

Policy EHDC (LOCAL)

If a student in grades 1–12 wishes to accelerate to the next grade level or earn course credit without having received prior instruction in the grade level or course, the District shall offer opportunities in accordance with state law and State Board rules for the student to take a Board-approved examination for this purpose.

In accordance with State Board rules, the Board shall approve procedures developed by the Superintendent or designee to allow a child who is five years old at the beginning of the school year to be assigned initially to grade 1 rather than kindergarten. Criteria for acceleration may include:

- Scores on readiness tests or achievement tests that may be administered by appropriate District personnel.
- Recommendation of the kindergarten or preschool the student has attended.
- Chronological age and observed social and emotional development of the student.
- Other criteria deemed appropriate by the principal and Superintendent.

If a student wishes to take an examination for acceleration, no fee shall be charged if tested during the scheduled testing dates. If a parent or student requests an alternative examination, the District may administer the test purchased by the parent or student from a State Board approved university. If a score of 80 or above is made on all four exams, credit shall be awarded for that grade level. Parents must complete the Credit By Examination Application through the campus counselor who will then submit it to the campus testing coordinator (CTC). The CTC will submit the completed application to the assessment department for final processing.

Physical Education Excuses, Exemptions

Policy EHAB

A district must provide an exemption for a student who is unable to participate in the required physical activity because of illness or disability.

A note from a physician is required for a temporary excuse of more than two weeks. A student with a temporary excuse shall remain in class and complete alternate assignments. Modifications or exemptions from physical education must be documented.
GRADING

Academic Dishonesty
Policy EIA (LOCAL)

Students found to have engaged in academic dishonesty shall be subject to disciplinary penalties and grade penalties on assignments or tests in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or other supervising professional employee, taking into consideration written materials, observation, or information from students.

Gifted and Talented Program

Elementary gifted and talented students are served in pullout programs. Students in the gifted program may be assessed to determine if the program meets the educational needs of the student. At any time the parent of a gifted student, the regular classroom teacher, the GT teacher, or principal may request a meeting to review a student’s placement in the program. If the consensus of the review committee, including the Coordinator of Advanced Studies, indicates the program is not meeting the educational needs of the student, the student may be withdrawn from services.

Students may not be removed from participation in the gifted and talented program on the basis of only one criterion. Just as several criteria are used to determine placement, several criteria are required for withdrawal. A gifted and talented placement review form must be completed for each student being assessed.

Grade Book Guidelines

Accurate and up-to-date on-line grade books will be kept by each teacher K-5 with a sufficient number of grades for each student. So that realistic grade averages may be obtained, the minimum number of grades in the grade book will be:

- At least one (1) daily grade per week
- A minimum of two (2) assessment grades: 1 before progress reports and 1 before the end of the 6 week grading period.
- The number of assessment grades will vary with the length of curriculum units.
- The number of grades required in elective classes, such as P.E., fine arts, computer, and foreign language will be dependent upon the number of times a student attends within a grading period.
- In grades 2-5, numerical scores in language/composition, reading, math, science/health, and social studies shall be given to report progress to parents.
- Designations of “excellent,” “satisfactory,” “needs improvement” or “unsatisfactory” shall be given for work habits (K-5) and personal behavior (K-1).
- The six-week grade in the core subjects (Reading, Language Arts, Math, Science, and Social Studies) is a weighted average of the grades recorded during the six weeks in those subjects. (See table on page 7)
- Art, Music, and P.E. grades are based on participation and mastery of the Texas Essential Knowledge and Skills utilizing the Standards Based Mastery Rubric shown on page 8.
- The end of year grade in each core subject is obtained by averaging the six-week grades.
- Grammar and spelling errors shall be noted on student assignments.
- Students shall not grade test papers or record grades.
- Grades shall not be changed following the end of a reporting period unless an error has been made. Grade change requests must be submitted on the appropriate forms and shall be subject to the principal’s approval.
• Students that receive a score below 70 on an assessment grade during the last week of the reporting period will have the opportunity for reteach/reassessment. The reassessment grade will be posted the first week of the next reporting period.
• Academic Honor Roll should consist of grades from core subjects from reading, writing, math, science, and social studies.
• District Benchmark and MAP assessments are used for progress monitoring purposes and will not be recorded as an assessment grade.

The electronic grade book for grades 2-5 will have two categories for grades: daily grades and assessment grades. Examples of the types of grades suitable for each category include the following:

• **Daily Grades:** daily class work, worksheets, quizzes, group work, book reports, spelling tests, vocabulary quizzes, teacher made tests, performance indicators, and projects
• **Assessment Grades:** district, campus and unit assessments

These two categories will be weighted so that the average of the daily grades and the average of the assessment grades will comprise the six weeks grade. Assessment grades lower than a 70% should be retaught and reassessed. The weighting of daily grades and assessment grades are shown in the table below:

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Daily Grades</th>
<th>Assessment Grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd – 3rd</td>
<td>85%</td>
<td>15%</td>
</tr>
<tr>
<td>4th – 5th</td>
<td>70%</td>
<td>30%</td>
</tr>
</tbody>
</table>

The purpose of grade reporting is to inform parents and students about learning. Six week grades of 70 or greater, or a rubric score of R2 or greater, indicate that a student is meeting the required state and local passing standard. Any six week rubric score of R0 or R1, or a grade below 70 indicates that a student is failing to master the required curriculum. It is recommended that teachers post failing grade using a range between 50-69. Any six week grade earned that is less than 50 is suggested to be posted as a 50 with a plan for improvement in order to allow the student an opportunity to pass. If a teacher chooses to post a 50 or below, the teacher must communicate to the parent and the principal the grade earned and develop a plan for improvement.

**Grading Guidelines**

**Policy EIA (LOCAL)**
The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects student achievement and that a sufficient number of grades are taken to support the average grade assigned. Guidelines for grading shall be clearly communicated to students and parents.

In pre-kindergarten, checks denoting progress shall be given on the report card. In kindergarten, first grade and elective courses, the report card will follow the Standards Based Mastery Rubric (see page 8) to assess content mastery in all subject areas. Personal behavior and work habits will be assessed and recorded as a separate conduct grade using the E (Excellent), S (Satisfactory), N (Needs Improvement) and U (Unsatisfactory) scale. The symbol ND will be used for “No Data”.

**Standards Based Mastery Rubric:**

**Advanced (R4)**
The student **consistently works independently** with more depth and extension on grade level work and **exceeds** by performing at a higher grade level standard as described by the grade level TEKS.

**Proficient (R3)**
The student **consistently** meets the standard as described by the grade level TEKS. The student works independently and demonstrates **mastery** of the standard.
The ARD committee is also responsible for making adequate progress with minimal support.

The student is not making progress toward the standard as it is described by the TEKS for this grade level.

**Rubric Conversion Table**

<table>
<thead>
<tr>
<th>OVERALL PERFORMANCE</th>
<th>RUBRIC BASE</th>
<th>GRADE EQUIVALENT</th>
<th>PERCENTAGE EQUIVALENT</th>
<th>GRADE RANGE CONVERSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced:</td>
<td>R4</td>
<td>4.0</td>
<td>95 – 100</td>
<td>3.7 – 4.0</td>
</tr>
<tr>
<td>Excellent</td>
<td></td>
<td>3.7</td>
<td>92 – 94</td>
<td></td>
</tr>
<tr>
<td>Proficient:</td>
<td>R3</td>
<td>3.3</td>
<td>88 – 91</td>
<td>2.7 – 3.69</td>
</tr>
<tr>
<td>Above Average</td>
<td></td>
<td>3.0</td>
<td>85 – 87</td>
<td></td>
</tr>
<tr>
<td>to Average</td>
<td></td>
<td>2.7</td>
<td>82 – 84</td>
<td></td>
</tr>
<tr>
<td>Basic:</td>
<td>R2</td>
<td>2.3</td>
<td>78 – 81</td>
<td>1.6 – 2.69</td>
</tr>
<tr>
<td>Average to</td>
<td></td>
<td>2.0</td>
<td>75 - 77</td>
<td></td>
</tr>
<tr>
<td>Below Average</td>
<td></td>
<td>1.7</td>
<td>72 - 74</td>
<td></td>
</tr>
<tr>
<td>Novice:</td>
<td>R1</td>
<td>1.3</td>
<td>68 – 69</td>
<td>.7 – 1.59</td>
</tr>
<tr>
<td>Needs Improvement</td>
<td></td>
<td>1.0</td>
<td>65 – 67</td>
<td></td>
</tr>
<tr>
<td>No Progress</td>
<td>R0</td>
<td>0</td>
<td>55 – 61</td>
<td>0 - .69</td>
</tr>
</tbody>
</table>

**Grading of Limited English Proficient (LEP) Students**

The grading of LEP students are to be assessed for progress and achievement through the language that has been designated for instruction in the bilingual education program. For LEP students who are provided instruction in the primary language, districts are to assess progress in the mastery of the Texas Essential Knowledge and Skills in the primary language, as well as assessing progress in learning English. The standards for grading LEP students who are provided Texas Essential Knowledge and Skills in the primary language are on a scale of 0 to 100 with 70 considered the minimum level for mastery in accordance with Chapter 75 requirements. Local STAAR-type assessments should be LAT accommodated if the student is to take a LAT accommodated state assessment.

**Grading of Special Education Students**

The ARD Committee is responsible for making decisions surrounding grading practices for students with disabilities. ARD committees must base grading considerations and decisions on individual student needs. Day-to-day decisions by classroom teachers pertaining to grading should reflect the ARD committee’s choices for accommodations, modifications, IEP goals, progress monitoring, and grading. ARD committees must ensure that accommodations and modifications included in the IEP are effective for the student. Accommodations and modifications should assist students in accessing and progressing in the general curriculum and in meeting his/her IEP goals. Their intent is not so that a student passes a class. (Freedman, 2008).

The ARD committee is also responsible for continuously reviewing and updating its decisions based on a
student’s progress and based on his/her present levels of academic achievement and functional performance (PLAAFP). The ARD committee also ensures supports and services are being faded, increased, and altered (when appropriate) to ensure least restrictive environment and aptly providing free appropriate public education (FAPE). The least restrictive environment is inclusive of supports and services, not simply a location where services are received.

Educators involved in the decision making progress should react quickly to low grades that might indicate a student is struggling to access or make progress in the general education curriculum. When there is concern that the current supports and supplementary services are no longer effective for a student, an ARD committee meeting may need to take place. The ARD committee must revise the IEP as appropriate to address a student’s lack of expected progress toward the annual goals and in the general education curriculum.

The following chart differentiates the various roles that individuals and/or groups serve in the decision making process concerning grading students with disabilities. In addition, the charts can serve to clarify specific responsibilities of those individuals and the actual grading process.

### Decision Making Responsibilities Related to Grading

<table>
<thead>
<tr>
<th>ARD Committee (Makes individualized decisions for each student)</th>
<th>Administrator (Makes general decisions for a campus)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Determines location, duration, and frequency of services that will allow a student to access and make progress in the general education curriculum.</td>
<td>• Determines any “campus” grading policies for all students</td>
</tr>
<tr>
<td>• Determines who (what position: Special Educator, General Educator, Related Service Provider, Etc.) is responsible for implementing and measuring progress toward IEP goals.*</td>
<td>• Determines master schedule for campus, including assignments of teachers and support staff. Administrator would also determine teacher of record for grading purposes.</td>
</tr>
<tr>
<td>• Determines the accommodations, modifications, supports, and supplementary aids and services needed by each student with a disability to successfully be involved in and progress in the general curriculum while achieving the goals of the IEP.</td>
<td>• Determines how to implement the district’s grading policy.</td>
</tr>
<tr>
<td>• Determines “how often” and “how” the LEA will monitor and report the student’s progress towards IEP goals.</td>
<td>• Determines how those implementing the IEP would document supports, including accommodations, modifications, and specially designed instruction.</td>
</tr>
<tr>
<td>• Determines promotion/retention decisions.**</td>
<td></td>
</tr>
<tr>
<td>• Determines modified grading policy if appropriate. ***</td>
<td></td>
</tr>
</tbody>
</table>

* This determination is not a requirement, but ARD committees may find it helpful to include this information in a student’s IEP.

** ARD committees will make decisions pertaining to promotion and retention, serving also as the grade
placement committee when a student fails, with the exception of determining if a student receives “course credit” for high school.

***If appropriate accommodations, modifications and specially designed instruction are in place for a student, there should be few instances when there would be a need to alter the student’s individual grading policy. When doing so, the ARD committee should be able to defend the reason and ensure that the committee made the decision based on individual student needs. The ARD committee must also ensure that the grading policy a student’s teachers use is one that is also available to all students regardless of special education eligibility.

More information on grading for students receiving services through special education can be found through TEA’s Grading and Progress Monitoring for Students with Disabilities.

Grading of Transfer Students

When a student transfers within the school district, the average grades from the previous campus will be averaged with grades awarded on the current campus.

Grading of Students placed at the District Alternative Education Placement Facility (DAEP)

Curriculum based software programs and additional materials will be used to provide instruction and collect grades for core area coursework of students attending the TISD DAEP program. All coursework not available through the above mentioned pathway shall be provided by the home campus teacher of record to the DAEP Coordinator’s designee. That designee shall be the official contact to receive and return coursework to the home campus teacher.

A cumulative grade for each student attending the DAEP shall be gathered and reported electronically to a single home campus contact at each grading period and student exit date by the DAEP Coordinator’s designee. The home campus contact will distribute the DAEP grades to individual teachers of record. That teacher of record is required to enter the DAEP grade for every missing assignment or exam grade taken from the date the student began attending the DAEP program to the present, or to his or her DAEP placement ending date.

Progress reports and report cards for individual students attending the DAEP will be sent electronically to the DAEP designee for distribution to students on the date determined for TISD distribution.

Homework

Home assignments are necessary to provide enough time for students to master subject matter and complete long-term projects. Homework should be purposeful, adjusted to the level of the individual child, and related to specific subject objectives. Assignments should provide practice on skills already taught or prepare students to begin a new topic or part of the course. Therefore, should a campus adopt homework guidelines, the following should be adhered to:

- Sufficient explanation must be given so that students know what they are to do, understand how to do it, realize why they are doing it, and are motivated to complete the assignment.
- Homework must be evaluated in an appropriate manner by the teacher.
- Only one completion grade per six weeks should be recorded in the grade book.
- Homework assignments should be avoided immediately before holidays or major special events. Homework should never be assigned as a disciplinary measure.
- Homework should not exceed 30 minutes per night for grades K-2 and 60 minutes per night for grades 3-5 for all subjects combined.
• Additional homework practice should be agreed upon between teacher and parent.

**Interim Reports (Progress Reports)**

**Policy EIA (LOCAL)**

Interim progress reports shall be issued for all students after the fourth week of each grading period. Supplemental progress reports may be issued at the teacher’s discretion.

Grades are to be indicated on progress reports in Grades K-5. Interim progress reports shall be issued for all students during the fourth week of each grading period for Grades 2-5 and by the fourth week of the second six weeks for Grades K-1. Supplemental progress reports may be issued at the teacher’s discretion at any time during the six weeks.

**Make-Up Work and Late Assignments**

**Policy EIA**

Students shall be expected to make up assignments and tests after absences. Students shall receive a zero for any assignment or test not made up within the allotted time. Teachers may assign a penalty to any project turned in after the due date in accordance with previously established guidelines approved by the principal and disseminated to students. The maximum grade of 70%, or a rubric score no greater than R2, will be used for retesting, late projects, and late assignments from an unexcused absence. Make-up work following an excused absence will be posted as the actual grade earned.

A student will be allowed two calendar days on a traditional schedule for each day of absence to make up missed class work or assignments. It is the responsibility of the student to secure the assignments from the teacher and make up the work. The student should contact the teacher to make arrangements to obtain the assignments on the day he or she returns to class. The two day period will begin at the point the student receives the assignments from the teacher. The make-up work shall be determined by the teacher based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements. Any extenuating circumstances or delay in completing the missed work must be approved by the principal or designee.

**Notice to Parents**

**Policy EIA**

The Board shall adopt a policy that:

• Provides for a conference between parents and teachers;
• Requires a District, at least once every 12 weeks, to given written notice to a parent of a student’s performance in each class or subject; and
• Requires the District, at least once every three weeks, or during the fourth week of each nine-week grading period, to give written notice to a parent if a student’s performance in a foundation curriculum subject [see EHAAA] is consistently unsatisfactory, as determined by the District.

The notice required in the second and third items listed above must provide for the signature of the student’s parent and must be returned to the student’s home campus.

**Parent Conferences**

**Policy EIA (LOCAL)**

In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.

At the kindergarten level, the first reporting period will be completed as a parent/teacher conference and
grades will begin during the second six weeks. At the first grade level, grades are given at the first reporting period and shared during a parent/teacher conference. In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.

Parent Grade Book Viewer

Parents and students in grades 2-5 have the ability to view information that teachers enter in the grade book over the internet. Changes or additions to student grades are available instantly for both parents and students. Teachers are expected to maintain a minimum of one daily grade per week. A minimum of two assessments grades should be recorded: one prior to progress reports and one before the end of the grading period. All grades, assignments and category weights can be viewed through Parent-Self Serve.

Progress Reporting (Report Cards)

Policy EIA (LOCAL)

The District shall issue grade reports/report cards every six weeks on a form approved by the Superintendent or designee. Performance shall be measured in accordance with this policy and the standards established in EIE.

Grade reports (report cards) shall be issued at the end of every six weeks grading period and shall be distributed by the teacher to the students at the time and manner arranged by the principal. Students should be enrolled at least 15 school days to receive a report card for a reporting period.

Relation to Essential Knowledge and Skills

Policy EIA (LOCAL)

The District shall establish instructional objectives that relate to the essential knowledge and skill for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses. Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that the student’s performance indicates the level of mastery of the designated District objectives. The student’s mastery level shall be a major factor in determining the grade for a subject or course.

Reteaching and Tutorial Services

Reteaching is a sound instructional practice intended to ensure mastery of content. Reteaching occurs during the regularly allocated time for instruction in a particular subject or during tutorials scheduled for the subject area, and at such time as a student or students’ mastery level falls below 70%. Following reteaching, concepts/skills may be retested/checked and recorded in the grade book for major assessments only. Grades earned from reteaching shall be no greater than seventy (70). Retesting refers to unit/chapter/ or major assessments and projects, i.e. covering several instructional objectives, concepts, or skills that are not routine. Reteesting is not intended to solely improve students’ grades; therefore, retesting will not be offered for daily grades, e.g. routine quizzes, projects, or assessments covering few objectives. The assessment offered for retesting shall be significant enough to offer proof of mastery of course content objectives. Retesting may be done utilizing an alternative version of the originally administered assessment. In the event that a student fails following reteaching, the greater of the two grades is used. Students who fail when retested must be scheduled into tutorial sessions.

Tutorials

Each campus shall provide the opportunity for students to participate in tutorial programs as needed. All parents shall be notified of the availability of tutorial assistance.
Work Habits and Personal Behavior Grades

Personal behavior (grades K-1) and work habits (grades K-5) are based on classroom observation and judgment of teachers and carry no numerical significance. For elementary teachers who are self-contained, the personal behavior/conduct grade will be reported in the Work Habits course on the report card for grades 2-5. If a student has multiple teachers in a departmentalized setting, each teacher will assess and report work habits during that subject area and the student will have multiple work habit scores on the report card.

A student’s academic grade average is based exclusively on scholastic achievement. The work habits grade is used to reflect cooperation and responsiveness of the student. In grades K-1, conduct is reflected as Personal Behavior and Work Habits.

Work habits grades for grades 1-5 are defined as follows:

- **Excellent**
  - Earns consistent praise/recognition for exemplary behavior.

- **Satisfactory**
  - Conforms to school and class rules. Responds to occasional correction in a positive manner.

- **Needs Improvement**
  - Requires consistent/repeated correction. Unsatisfactory

  Disrupts class, poor attitude, lacks respect for class or teachers.

Work Habits Comments

Required when an N or U is given

Personal Behavior:

Improvement needed in the following areas:

1. Exhibiting self-discipline
2. Following classroom rules
3. Working well with others
4. Accepting redirection and correction
5. Accepting responsibility for choices and actions
6. Controlling talking
7. Completing class assignments
8. Following oral or written directions

Academic and study habits comments:

9. Student is exhibiting positive behaviors
10. Student is showing improvement
11. Attending tutorials will help the student
12. Requires instructional accommodation
13. Not working to his/her ability
14. Not organized with materials or assignments
15. Absences/tardies are affecting work
16. Parent conference is needed
17. Minimal progress; not meeting grade level standards
STUDENT ATTENDANCE
(See Parent and Student Handbook)

Regular school attendance is essential for a student to make the most of his or her education—to benefit from teacher-led and school activities, to build each day’s learning on the previous day’s, and to grow as an individual. Absences from class may result in serious disruption of a student’s mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences.

STUDENT PROMOTION

Local Criteria for Promotion, Retention and Grade Advancement

The following factors shall be considered in promoting, retaining, or advancing students:
- Academic achievement
- Attendance
- Age
- Effort
- Maturity
- Long-term effects of repeating the work
- The teacher’s decision on passing or failing the course
- The principal’s decision on passing or failing the course
- Student’s effort to attend and successfully complete any extended day, week or year programs

Elementary Criteria for Promotion

To be promoted from one grade level to the next in Grades 2-5, a student shall attain for the year an overall average of 70 or above in the core subject areas. The overall average shall be derived by averaging the final numerical score for reading/language arts, mathematics, social studies, and science. In addition, a student shall attain an average of 70 or above in reading/language arts and in mathematics. Below Grade 2, the District may grant promotions using assessment methods other than numerical scores.

Special Education Students

The decision to promote or retain a student with a disability requires input from the admissions, review, and dismissal (ARD) committee.

Limited English Proficient (LEP) Students

LEP students are not to be denied promotion when mastery of the Texas Essential Knowledge and Skills has been demonstrated in their primary language.

State Criteria for Promotion, Retention, and Grade Advancement

Policy E1E

A student may be promoted only on the basis of academic achievement or demonstrated proficiency of the subject matter of the course or grade level. Students in grades 5 and 8 must demonstrate proficiency by meeting the passing standard on the appropriate state-approved assessment instrument. A student who does not demonstrate proficiency may advance to the next grade only if the student has completed the required accelerated instruction and the student’s grade placement committee (GPC) determines by
unanimous decision, in accordance with the standards for promotion established by the Board, that the student is likely to perform at grade level at the end of the next year given additional accelerated instruction. The District is not precluded from retaining a student who performs satisfactorily on a grade advancement test.

Grade Advancement Testing

The District shall test all eligible students. An eligible student is subject to all grade advancement requirements, including the automatic retention component, if the following two criteria are met:

- The student is enrolled in a District or charter school on any day between January 1 and April 15 of the school year during which the grade advancement test is administered; and
- The student is eligible for enrollment in a Texas public school (as defined by legal residence in the state) during the week of the first general grade advancement test administration as established in the assessment calendar by the Commissioner.

Required Assessment

A student in the fifth grade, who does not perform satisfactorily on the reading and math assessments, may not be promoted to sixth grade. Promotion or retention will be determined through a grade placement committee (GPC).

Unsatisfactory Performance on Assessment Instruments

The District shall provide at least two additional opportunities to take the assessment. Each time a student fails to perform satisfactorily on a grade advancement test, the District shall provide the student with accelerated instruction in the applicable subject area. The District must accommodate the request of an out-of-District student to participate in any established on-campus summer accelerated program, provided the student is living away from his or her home district and the program matches the accelerated instruction prescribed by the student’s grade placement committee.

Notice to Parents of Performance and Accelerated Instruction

In addition to providing the accelerated instruction, the District shall notify the student’s parent or guardian of:

- The student’s failure to perform satisfactorily on the assessment instrument;
- The accelerated instruction program to which the student is assigned; and
- The possibility that the student might be retained at the same grade level for the next school year.
REFERENCES

This manual includes material from legal statutes, State Board of Education rule, School Board Policy, and Administrative Regulation.

Citations include:

**Texas Education Code, TEC**
http://www.statutes.legis.state.tx.us/?link=ED  
State statutes adopted by the Texas Legislature

**Texas Administrative Code, TAC**
http://www.sos.state.tx.us/tac/index.shtml  
Rules and regulations adopted by the State Board of Education

**TISD Policy (LEGAL)**
https://pol.tasb.org/Home/Index/1081  
TISD Board approved policies that are mandated by, and referenced to, a source of authority common to all school districts such as Texas Education Code or Texas Administrative Code – when no parenthetical reference is made, Legal policy is assumed - Example: Policy EIF refers to Policy EIF (LEGAL)

**TISD Policy (LOCAL)**
https://pol.tasb.org/Home/Index/1081  
TISD Board adopted policies derived from legal references or from District initiated material

**Student Code of Conduct**

**Parent and Student Handbook**

**TISD Policy Online**