



6411 Diocesan Grading Policy for Schools

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Progress reports or report cards shall be issued to the parents at least twice each semester. The reports shall reflect the Catholic identity and mission of the school, and the method and format of the reporting shall be decided by the administrator. Reports shall include the school year, the student's name, the grade level, the name of the school and the Diocese of Wheeling-Charleston. Additional information to be included, such as Pastor/Designated Pastor's name, shall be decided upon by the administration of the school.

Opportunities for parent-teacher conferences should be provided once each semester. Interim reports shall be issued to the parents between report periods when a student's progress is not satisfactory. Dated copies of these interim reports should be kept in the student's file.

The Diocese of Wheeling-Charleston grading scale (below) shall be used on all school progress reports and report cards where "grades" are given.

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = 59 and less

In schools or classrooms that issue plus or minus grades, the plus or minus grade must remain within the overall grading scale. (Example: an A- must be no lower than a 90).

The weighting of advanced placement courses, honors course, and/or college courses is the decision of the local school administration, provided that honors

course are weighted no more than .5 and AP (Advanced Placement) and/or courses taken for college credit are weighted no more than 1.0.

In early childhood programs or un-graded courses, the use of skills checklists or M (skill mastery), S (satisfactory), NI (needs Improvement), and U (unsatisfactory) or other alternative grades are to be issued. (See Diocesan Policy for Schools 6211).

All grading scales shall be clearly articulated to teachers, students and parents by means of handbooks, newsletters, class syllabus and other means of communication.