

Brevard County Public Schools Secondary Schools District Administrative Procedures for Grading

In accordance with School Board Policies 5420, Reporting Student Progress, and 5421, Grading, the following procedures shall be implemented in order to establish suitable uniform methods for marking and reporting progress of students to their parents/legal guardians. Schools utilizing alternative scheduling need to ensure that their procedures are aligned with those outlined below. For example, a semester at a typical school equals a quarter at a block school, and procedures should be implemented accordingly.

1. Grades shall be a measure of a student's progress and achievement in mastering the standards of the course based on the quality of work done and reflect a comprehensive evaluation which utilizes numerous and varied assessments.
2. Letter grades shall be issued each marking period based on the following numerical values as established by, s. 1003.437, F.S.:

A = 90 - 100

B = 80 - 89

C = 70 - 79

D = 60 - 69

F = 0 - 59

Note: In the above scale, the range of an "F" grade is six (6) times larger than any other grade. Teachers and administrators should recognize the weighted effect that low "F" point values have when averaging assignments to calculate nine (9) week and interim grades. Teachers, departments, teams, and/or school-wide procedures (e.g., "Zero Tolerance for Zeros") should be studied, developed, and implemented to counteract this damaging effect. Please contact Curriculum and Instruction for assistance in this area if needed.

3. Minimum Marking Period Average

No grade lower than thirty-nine (39) will be recorded for the marking period average. If the student earns an average grade less than thirty-nine (39) for a nine (9) week grading period, a thirty-nine (39) is to be used when calculating the semester average. This grading floor is intended to prevent the student from reaching a situation where academic motivation is totally destroyed.

4. Nine (9)-Week Progress Reports

During the fifth (5th) week of each nine (9) week grading period, or by the date indicated on the District-approved calendar, schools must post interim progress reports electronically for each student. A student may, however, still receive a failing grade based on poor performance during the weeks remaining in the nine (9) week period.

5. Semester Examinations

Formal, comprehensive semester examinations shall be required at the end of the first semester and for courses other than those described in the next paragraph for the second semester. The principal may approve an alternative assessment in lieu of a formal, written, comprehensive semester examination for justifiable academic reasons in a course where such an assessment might not be appropriate. A student's semester examination will be made available by the teacher/principal for at least two (2) weeks following the examination and shall be available for parent/legal guardians/student perusal at the school.

Second semester examinations will not be administered in courses connected to FAST, SSA, State EOC, AP, IB, AICE, or Industry Certification, or junior year National Assessment (e.g., SAT). (English 3 and English 3 Honors are the courses exempt from second semester exams in lieu of the junior year National Assessment.)

However, teachers are to utilize the time after those assessments are administered until the last day of school (including shortened exam days) to further teach and assess performance standards of the course and include their on-going class assessments within the 4th grading period average. The second semester average for these courses is determined by averaging the 3rd and 4th nine (9) week grading periods.

English 4 and English 4 Honors classes will administer the Brevard Public Schools Final Examination (BPSFE) as the second semester examination. Teachers of these courses will set the scores to determine grades students earn from this examination.

6. Calculation of the Semester Average when including a semester (final) examination

The average for each of the two (2) nine (9) week grading periods is weighted 40% and semester examination is weighted 20%. (i.e., 40/40/20) In performing the semester average calculations, teachers may utilize the numerical value of each grading period and the semester examination, or they may use the letter grade with the following values assigned:

- A = 4 points
- B = 3 points
- C = 2 points
- D = 1 point
- F = 0 points

If the numerical value for each marking period is used in calculating the semester average, no grade below a thirty-nine (39) shall be used as the nine (9) week average. The semester examination grade will be included at its earned value. Grade averaging procedures must be consistent in a given school as approved by the principal.

If letter grades are used to calculate the semester average, the average shall be at least 0.50 in order to receive a passing grade or credit, unless a passing grade is justified by a numerical average. Rounding up shall be used in mathematical calculations in accordance with the following conversion chart:

- 3.50 - 4.00 = A
- 2.50 - 3.49 = B
- 1.50 - 2.49 = C
- 0.50 - 1.49 = D
- 0.00 - 0.49 = F

If a student's performance on the semester (final) examination is higher than their performance throughout the semester, the teacher may issue the student one (1) letter grade higher for the semester average than the mathematical calculations would typically provide. Such a decision should be made based on actual academic performance considerations.

7. Calculation of the Year-Long Average for Middle School Courses

The year-long average for middle school courses that do not administer a State End-Of-Course (EOC) assessment is calculated by averaging the first semester grade with the second semester grade. In performing this calculation, teachers may utilize the numerical value of each semester, or they may use the letter grade with the following values assigned:

- A = 4 points
- B = 3 points
- C = 2 points
- D = 1 point
- F = 0 points

If the numerical value for each semester is used in calculating the year-long average, no grade below a thirty-nine (39) shall be used as the semester average. Grade averaging procedures must be consistent in a given school as approved by the principal.

If letter grades are used to calculate the year-long average, the following conversion chart is used to assign the year-long grade:

3.50	- 4.00 = A
2.50	- 3.49 = B
1.50	- 2.49 = C
0.50	- 1.49 = D
0.00	- 0.49 = F

8. Once recorded, grades other than an “Incomplete,” will not be changed without approval of the principal. A principal may change a grade for justifiable academic reasons.
9. Grading procedures not addressed in this document must be consistent in a given department, in a given school. The principal must approve these department procedures.

10. State EOC Courses

High School credit courses for which State End-Of-Course (EOC) assessments are given will earn 1.0 credit upon successful completion of the course including the EOC as 30% of the average or for passing the EOC Exam with a Level 3 or above.

The Final Course Grade for EOC courses (including Middle School Civics) will be calculated by the Office of Educational Technology and determined as follows:

- 1st Semester Average = 35%;
 - 1st Semester Average is calculated like all other courses. (See #6 above.)
- 2nd Semester Average = 35%;
 - 2nd Semester Average is calculated by averaging the 3rd and 4th nine (9) week grading periods.
- EOC Exam = 30%

The EOC exam grade will be calculated by the Office of Accountability, Testing and Evaluation from the students’ EOC scores.

FSA EOC Final Exam Cut Scores Range (575-425)					
	A	B	C	D	F
Algebra 1/1B	575-512	511-498	497-485	484-467	466-425
Algebra 1 H +	575-526	525-508	507-492	491-473	472-425
Geometry	575-513	512-498	497-484	483-471	470-425
Geometry H +	575-524	523-511	510-499	498-486	486-425
NGSSS Final Exam Cut Scores Range (475-325)					
	A	B	C	D	F
Biology 1/Integ 3	475-412	411-395	394-375	374-354	353-325
Biology H +	475-429	428-412	411-395	394-369	368-325
US History	475-416	415-395	394-378	377-360	359-325
US History H +	475-429	428-405	404-386	385-371	370-325
Civics	475-409	408-389	388-369	368-346	345-325
Civics H (Adv)	475-419	418-399	398-381	380-359	358-325