

## Lower Limit of Marks Grades 9 to 12

1. “Teachers will regularly communicate with students, parents/guardians, and adult students about student progress using a variety of means.” (4021 Assessment and Evaluation Procedures 4.3)
2. Determining a report card grade will involve teachers’ professional judgment and interpretation of evidence and should reflect the student’s most consistent level of achievement with special consideration given to more recent evidence (*Growing Success*, p. 39). Mathematical averaging of marks is in conflict with this statement.
3. Grades are used to report evidence of achievement of overall curriculum expectations, not to be punitive. This evidence should be collected over a period of time and gathered from a variety of sources including observations, conversations and student products.
4. Zero can be assigned as a student’s report card mark only when there is no evidence of achievement of the required curriculum expectations for that course. Teachers must consult with the Principal before assigning a report card grade below 20 percent.
5. Additional Considerations
  - 5.1 When reporting marks for students in Grades 9 and 10 teachers may use the code “I”, “to indicate that insufficient evidence is available to determine a letter grade or percentage mark. For the report card, teachers will use their professional judgment to determine when the use of ‘I’ is appropriate and in the best interest of the student” (*Growing Success*, p. 42). Teachers must provide specific information in the report card comment to support the mark of “I” so students, parents/guardians and school Administration understand the reason for this code.
  - 5.2 A final mark of “I” indicates that no credit is granted. It may lead to credit recovery, repeating the course or an alternate plan allowing for completion of missing work as agreed upon by the student, teacher and Administrator. Pages 84 – 86 of *Growing Success* outline the policy and guiding principles regarding placement of students into a credit recovery program.