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**REPORT CARD POLICY**

Sage Oak Charter Schools (“SOCS”) adopt this Grade Report Card Policy to apply to all report cards and grades maintained by SOCS. Report cards are standard for students in grades TK - 12 who have positive attendance for a minimum of 20 school days within a semester.

According to California Education Code ARTICLE 3. General Provisions [49062 - 49069.5] (Article 3 enacted by Stats. 1976, Ch. 1010.) 49066 When grades are given for any course of instruction taught in a school district, the grade given to each pupil shall be the grade determined by the teacher of the course and the determination of the pupil’s grade by the teacher, in the absence of clerical or mechanical mistake, fraud, bad faith, or incompetency, shall be final.

**Methods of Evaluation**

Grades are exclusively standards based and the student’s overall academic performance in each area and are evaluated using observation, graded student work, chapter quizzes/tests, discussions at learning period meetings, and professional judgment.

**TK - 5th Grade**

Rubric scores are issued based on the student’s progress toward grade level standards using the following rubrics.

*Rubric for ELA and Math*

1. NT - Not currently on target to meet grade level standards
  - a. One or two grade levels below standards
2. AT - Approaching target to meet grade level standards
  - a. Up to one grade level below standards
3. OT - On target to meet or exceed grade level standards
  - a. At or above grade level standard

*Rubric for History, Science, Physical Education and Special Interest*

1. NE - Not currently approaching expectations
  - a. One or two grade levels below in depth of learning and work product
2. AE - Approaching expectations
  - a. Up to one grade level below in depth of learning and work product
3. OE - On or exceeds expectations
  - a. At or above grade level in depth of learning and work product

**6th - 12th Grade**

Letter grades are issued based on the student’s completion of coursework and progress toward grade level standards based on the judgment of the teacher of record using a traditional A-F grading system.

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**REPORT CARD POLICY****Students with Moderate/Severe Disabilities**

Rubric scores are issued based on the student's progress toward their goals and objectives and will be represented by the mark GO, indicating that the student's progress will be reported on the goals and objectives.

**Challenging Grades**

In the event that a parent/guardian disagrees with the student's final grade(s), the steps below must be followed:

1. Parent/guardian will communicate the concern to the teacher in writing and provide the teacher the opportunity to explain the rationale for the final grade.
2. Parent/guardian is not satisfied with the teacher's rationale and will submit a formal challenge to the principal by submitting the Parent/Guardian - Final Grade Challenge form.
3. The principal will review the challenge by ensuring the teacher used due diligence in evaluating the student's academic performance and communicate findings in writing to the parent/guardian within two weeks of receiving the formal challenge.