

# Contract Corner

## **Grading Practices**

### 9.3 Grading Practices

9.3.1 The teacher/specialist shall have the authority and responsibility to determine grades and other evaluations of students. Grades and other evaluations of students by teacher/specialists will be adequately documented; based on achievement; and based on participation in working towards goals and objectives of the curriculum. No assigned grade will be changed other than by the teacher/specialists unless there has been a failure to comply with the grading practices herein outlined.

9.3.2 Teachers will have five (5) full business days to submit grades following the end of each term.

9.3.3 Teachers will have accurate academic grades in the gradebook by the mid-term of a grading period.

## **9.4 Student Discipline**

9.4.1 In the process of maintaining a sound learning environment, the District has instituted, in compliance with WAC 180-40-225 and RCW 28A.600.010, a student conduct policy, prohibiting specific behaviors and stipulating that those behaviors may constitute cause for discipline, suspension, or expulsion. It is the intent of the Board of Directors that all students, parents, and District employees who deal directly with students have access to and an understanding of Washington laws and regulations pertaining to procedural and substantive rights of students.

Each building will use its decision-making model, including staff input, to establish a school-wide discipline and intervention plan; define, review and update Tier I, II and III behaviors; and establish common expectations for responses to these behaviors. This plan will include a clear protocol for timely communication and feedback to teachers about administrative response to behaviors. This plan will delineate resources for intervention supports for students who consistently struggle to meet behavioral expectations. This plan will also include processes for analyzing disproportionality concerns and equity issues. This plan will be communicated at the beginning of the school year (Section 9.4.6) and revisited in the middle of the year.

9.4.2 Authority is given to Employees and their designated supervisors to administer discipline for non-compliance with rules of conduct and to administer emergency removal from a class, subject, or activity in accordance with WAC 180-40-290. Each school shall have a plan that is communicated to staff regarding who is responsible if/when no administrator is in the building. In addition, each Employee is empowered to recommend suspensions and expulsions for such misconduct. Discipline shall be enforced fairly and consistently regardless of race, creed, sex, or other status. In the exercise of disciplinary authority, Employees shall use reasonable and professional judgment.

9.4.3 The Board, Superintendent, and Employees' immediate supervisors shall support and uphold Employees in their efforts to maintain good order and discipline in their classrooms.

9.4.4 In instances where a student's behavior warrants discipline by a supervisor, emergency removal from a class, subject, or school activity, suspension, or expulsion, the Employee shall provide to their immediate supervisor in a timely manner a written description of the behavior, which shall include a review of the Employee's prior attempts to resolve the problem.

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In all such instances, the immediate supervisor shall provide to the Employee in a timely fashion a written response which shall include a description of the action taken.

9.4.5 The Employee may, at any time, request in writing that an alternative class assignment or specific assistance be provided for a student whose conduct or misbehavior warrants a recommendation for change.

Such request shall include a documentation of the student's problem and a list of the types of corrective action already taken. When such a request is made and documentation is provided, the Employee will be informed in writing in a timely manner, of action taken.

9.4.6 The District shall hold building level meetings for Employees covering applicable federal, state, and local laws and District rules, regulations, and procedures related to student discipline. These meetings shall be held during the first 30 days of school at no cost to the Employees or the Association. Included in the meeting will be building rules of conduct and procedures for dealing with student discipline. Copies of relevant materials shall be made available to all Employees.

## **3.7 Contract Waivers**

Either Employees or administrators may request that the District and the Association waive requirements of this Contract. Waiver proposals must be developed with knowledge and opportunity for the participation of all Employees and administrators assigned to the building/program submitting the proposal.

The waiver request must be submitted to the Superintendent or designee and the Association concurrently and will be granted only if both the District and Association agree.

**Waiver Requests must be completed and one a copy submitted to the Assistant Superintendent for Learning and Teaching and one copy to the REA Office no later than the Friday before Spring Break for approval.**

See Appendix G for forms.