RIDGEWOOD INTERMEDIATE SCHOOL 93

NYC Community School District 24

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718 821-4882 *Fax: 718 456-9521* *Visit us at IS93.org.*

Principal.
Edward Santos

Parent Coordinator
Martha Bayona

Assistant Principals
Dedra Barker
Sergio De Mesa.
Maria Gucciardino

I.S. 93 Grading Policy 2026-2027

Grades

Grades are based on performance in a combination of categories such as classwork, homework, assessments, and projects. The combination of categories and the weights they carry can vary from subject to subject. All teachers of a particular subject adhere to the same grading categories and criteria such as classwork, participation, homework, tests/quizzes, and projects. Grades appear on progress reports and report cards as a numerical grade out of 100 points.

- **ELA, Social Studies, Science, Health, Spanish, and Italian:** Classwork and Participation (20%), Unit Projects/Tasks (25%), Tests/Quizzes (20%), Homework (20%), Independent Reading (15%)
- **Math and Stock Market:** Classwork and Participation (40%), Tests/Quizzes/Projects (40%), Homework (20%)
- **Art:** Classwork and Participation (40%), Projects (30%), Sketchbook (20%), Homework and Quizzes (10%)
- **Drama:** Classwork and Participation (40%), Performances/Quizzes (30%), Drama Journal (20%) Homework (10%)
- **Music:** Classwork and Participation (40%), Tests/Quizzes (20%), Projects (20%), Homework (20%)
- **Dance:** Choreography Projects, Performances and Quizzes (40%), Participation (30%), Homework (20%), Monthly Journals (10%)
- **STEM:** Classwork and Participation (50%), Tests/Quizzes/Projects (50%)
- **Physical Education:** Participation (50%), Skill Assessments (15%), Tests/Quizzes (15%), Homework (15%), Exit Slips (5%)
- **Reading Interventions and Enrichment**: Students will receive a P (pass) or an N (needs improvement) for participation. To receive P, students must be present and participating at least 65% of the time.

Communicating Grades to Students and Parents/Guardians

Jupiter

Jupiter is an online platform for parents/guardians and students to check grades in real time. The viewer can see the list of assignments that contribute to the current grade and the status of those assignments, whether or not they have been graded or are missing. Parents/guardians and students create separate log-ins for the account. If you are unable to log in, please contact Martha Bayona, Parent Coordinator, at mbayona2@schools.nyc.gov or 718-821-4882, extension 2183.

Report Cards and Progress Reports

Report cards are printed four times per year at the end of each marking period, usually in November, February, April, and June. They represent summative or final grades and are part of a student's official record. Progress reports, on the other hand, are not part of a student's permanent record; rather they are intended to be formative communications for parents/guardians and students that give students a chance to see how they are doing in school midway between marking periods. Progress reports are typically a snapshot from Jupiter on the day they are printed. Some teachers may also provide their own progress reports as needed to inform you of how your child is doing. A passing grade is 65 or higher.

Marking Periods

MP 1: 9/10 to 11/13

Progress Reports from Jupiter: 10/9
Report Cards: 11/20

MP 2: 11/14 to 1/22

Progress Reports from Jupiter: 12/18
Report Cards: 1/29
Promotion-in-Doubt letters go home to parents

MP 3: 1/23 to 4/2

Progress Reports from Jupiter: 3/3
Report Cards: 4/9

MP 4: 4/3 to 6/21

Progress Reports from Jupiter: 5/12
Promotion-in-Doubt Students letters sent home
Final Report Cards: 6/28

Marking Period Report Cards and Final Report Card Average
There are four marking period averages and a final average for the year. Grades for all subjects are calculated into each marking period average. A passing grade is 65 or higher. Every subject grade is weighted equally for each marking period average (i.e., the ELA grade counts the same as the Drama grade). Typically, the four marking period averages are averaged together to arrive at a final marking period grade for the year, which will appear on the final report card on the last day of the school year. A grade of pass (P) or fail (F) may apply in some minor courses (i.e, library sciences) and are not averaged into a student's grade.

Use of NL: Teachers may use codes such as NL. This code stands for "recent admit" (i.e., a student who is newly enrolled at I.S. 93 for two weeks or less of instructional days will receive an NL for all subjects). NL has no numeric equivalent and does not represent either a passing or failing grade. NL does **not** apply to students newly transferred to your class from another class (i.e., drama to music or 625 to 633).

NS is a valid code. **However**, teachers should **not** use NS (insufficient attendance) without approval from the principal. An NS has a numeric equivalent grade of 45. Code NS is reserved for egregious situations where a student fails to attend a course and does not participate in any of the work from which a grade can be derived. Neither long-term absentees (LTA) nor students receiving hospital or medically-necessary instruction should be assigned an NS mark.

Special Requests - End of Year Grade Change
At the end of the year, parents may request in writing to the principal via the parent coordinator, Martha Bayona (mbayona2@schools.nyc.gov) if they would like any numerical passing grades changed to a "P" for pass. However, grades may not be changed to "P" without approval from the superintendent. The principal must seek approval from the superintendent. Superintendents have discretion to approve replacing a student's passing final grade with "P" or "CR" after the parent has provided documentation of an extenuating circumstance that impacted the student's grade. Extenuating circumstances that significantly impact a student's performance in a course include severe illness, severe medical conditions, and life-altering

incidents. This option is available only after the student has received a passing final grade in the course; it does not apply to marking period grades. Parents may request to apply this option to all of their student's passing courses or specific passing courses (e.g., math only). Upon receiving the details of the extenuating circumstance and supporting documentation from the parent, the principal/designee documents the request in ILOG.

- Schools must submit all requests to the superintendent for review. Superintendents will review all requests individually and send a decision back to the school in writing. The school will inform parents/guardians of the superintendent's final decision. Schools must retain the parent's request and superintendent decision in the student's cumulative folder.
- If a superintendent approves changing the grade to a "P" or "CR," the school must update students' final grades and provide families with updated transcripts within **30 days** of the receipt of the change request.

Promotional Criteria

For information on middle school promotional requirements, please go to www.schools.nyc.gov. The final decision to promote a student is based on multiple measures of progress, including: report cards, samples of writing, projects, assessments, assignments, and other student work. A student's IEP is taken into account as well as if a student is an English Language Learner. Parents/guardians will be notified in February if their child's promotion to the next grade is in doubt. If enough progress is not made as June approaches, and the decision is made not to promote, parents/guardians will be notified in May/June of the decision. The student will be mandated to attend summer school. Students must pass summer school in order to be promoted to the next grade.

Honor Roll Criteria

Each marking period, students have the opportunity to receive the honor roll award. In order to achieve honor roll status, a student must attain a minimum of an 85 average and an 85 in each class. There are three honor roll levels: silver, gold, and principal. Silver is awarded to students with an 85 to 89. Gold is for a grade point average of 90 to 94. The principal award is given for a grade of 95 and up. Students are recognized at our Honor Roll Awards Ceremony and their names and averages are displayed on the honor roll board in the main hallway. Honor roll ceremony dates are posted on our calendar at is93.net. If you prefer that your child's name does not appear on the honor roll board, please let the parent coordinator, Martha Bayona, know of your preference by sending your message to mbayona2@schools.nyc.gov.

NJHS Criteria

I.S. 93 is a member of the National Junior Honor Society. To be eligible for NJHS, students must be 7th or 8th graders and attain an overall 90 average with a minimum of 85 in every class. Students are required to complete and document at least 25 hours of community service (first year) and 50 hours (second year). Students are held to high standards in five key areas: scholarship, leadership, citizenship, service, and character. Our annual NJHS induction ceremony is held each year in June.

Frequently Asked Questions (FAQs)

1. Can my child make up missing work after it is due? Policies on make-up work vary from teacher to teacher. Review information provided by your child's teachers regarding make-up work or contact them via email or Jupiter for clarification. No make-up work is accepted after the end of the marking period in which it was due. There may be exceptions on a case-by-case basis for special circumstances.
2. My child has an IEP. How does this affect my child's grades? With or without an IEP, students participate in the same standards-based curriculum. An IEP is an individualized plan to support a student in achieving curricular objectives in preparation for promotion to the next grade. The specifics of an IEP, which may include modified promotional criteria, should be discussed with the special education teachers, administrators, and the School Assessment Team.
3. My child is new to the country and has not been at I.S. 93 very long. Will my child receive a report card? Your child will receive a report card regardless of how long your child is at I.S. 93. However, your child may or may not receive grades on the report card if your child has not been on register for at least 25% (11 days) of the marking period during which he or she began attending I.S. 93. For example, if your child was enrolled only 11 days of the marking period, the report card will show "NL" instead of numerical grades for that marking period. NL means recent admit.
4. How does attendance affect my child's grades? The more a student is absent from school, the greater the risk that the student's grades will go down. The inverse is often true; the more a student attends school on time, the more likely the student will receive passing grades. The same may be true of excessive lateness. Like absences, students who are regularly late to class, miss valuable instruction, and put their grades in jeopardy. The NYC DOE considers an attendance rate of less than 90% to be at-risk. Our school aims for an average attendance rate of at least 95%. Absences for excused medical or other reasons and their impact on the affected student's grades will be reviewed on a case-by-case basis with parents or legal guardians.

5. Does my child have to go to summer school? If your child does not meet all promotional criteria set forth by New York State and NYC, your child will be mandated for summer school. Parents/guardians will receive advance notification in the form of a promotion-in-doubt letter.
6. If I have a concern about a grade, who should I go to? You should discuss grades with your child's teachers via Jupiter or email as they can best explain the criteria that went into the grade. If you still have concerns about a grade, you can make an appointment with the teachers, the guidance counselor, and/or assistant principal to discuss the matter. Can a report card grade be changed? With the approval of the principal and teacher, a report card grade may be changed up to one week after report cards are distributed.
7. What opportunities do I have to discuss my child's progress? To communicate with your child's teachers, you can:
    - Contact your child's teachers through email (email addresses are available at is93.net.
    - Email your child's teachers or communicate via Jupiter.
    - You can set up an appointment to discuss your child's progress before, during, or after school.
    - There are four scheduled parent conference nights throughout the year. See the school calendar at is93.net for the specific dates.

Our grading policy is reviewed annually by our SLT.
This policy was last reviewed and finalized on September 29, 2026.
This grading policy is available at is93.net under Academics.