Grading Policy 2019-2020

(Subject to grievances filed against EPISD)

The District shall establish instructional objectives that relate to and are consistent with the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in sequence of courses.

The Superintendent shall be authorized to develop administrative regulations and guidelines for grading. Guidelines for grading shall be clearly communicated to all students and parents and/or legal guardians.

A student’s 504 or IEP will determine the appropriate accommodation for that student.

Gradebook per 9-wk Grade:

* Grades shall be uploaded weekly into the gradebook and shall include a minimum of 12 grades for the 9-wk grading period as follows:
* Four grades shall reflect content mastery through summative assessment to equal

**Summative: 40%.**

* Four grades shall reflect content understanding through formative assessment to equal **Formative: 40%**
* Four grades shall reflect content engagement through daily assignment to equal

**Daily:** **20%.**

* Illegibility will be monitored by the grade posted at the cut-off date. If any redo’s are requested, they must be completed AND posted at the time of the cut-off date. Grade posted will stand.

ReDo Assignments:

* A student shall be allowed to redo assignments/tests where a grade of 70% was not earned. Retake opportunities must be offered by the teacher after the grade is **posted.** Remediation shall be **encouraged** before a student is allowed to redo any assignment/test that has resulted in a failing grade. The redo assignment/test must cover the same TEKS as the assignment/test where the student scored less than a 70% but does not have to be the same assignment/test. Teachers shall allow a student up to two additional attempts to ensure that the student achieves a passing score of **70% on one of the attempts**. **The AVERAGE of the attempts shall be recorded in the gradebook as the final grade for the assignment/test.** From the time of the posted original grade, student must follow teacher procedure with redo form and must complete redo assignments **within five (5)** **calendar school days** from the posting of the original failing grade. If student fails the first attempt of the redo, student has **five (5) calendar days** from notification of failure to complete redo assignments for the second redo.
* Remediation: teacher tutoring hours and student must make appointment OR student may attend Homework Haven and bring teacher a signed slip from the Homework Haven teacher.
* If a student grade is 70%, there are no opportunities to redo.
* Retakes for semester exams: The policy states that “at the end of the 9-week grading period, the window to redo assignments/test for that grading period shall close.” **Semester exams are outside** of that window. “For extenuating circumstances, the Principal shall work with the teacher.”
* **The 5 day window starts from the time that the grade is entered/posted into TEAMS**. (Students and Parents know what the grade is and can respond accordingly)
* **Students who refuse to complete an assignment/test cannot redo - only redo assignments failed can be re-taken. A “0” for NHI or not take is not subject to a redo.**

Make-up Work:

* Students shall be permitted to make up assignments/test after absences including approved school related absences. Students shall be allowed **one calendar day for each day absent** to make up work and receive full credit. Example: Assignment given week before. Student absent for test on Monday. **It is the student’s responsibility** to take the test/submit the assignment TUESDAY. If student chooses NOT to take the make-up the day he returns, then the student will receive a “0” for the assignment/test. And according to District policy, since the original assignment/grade was not taken, a redo is not available.
* A student taking a make-up assignment/test will receive full credit for the test.
* **If a student does not take the make-up test or submit the assignment per the time directed by District policy, (no-show), a “0” will be posted in the grade book without opportunity for redo.**

Semester Averages:

* The weight given to each 9-week grade in determining the final semester grade shall be as follows:
* First 9-week grade 45% of the semester grade
* Second 9-week grade 45% of the semester grade
* The semester grade **final examination shall count as 10% of the final semester grade.** If a

student does not take the semester comprehensive examination because he/she has a campus

exemption, then the weight given to each 9-week grade is determining the final semester grade

shall be as follows:

* First 9-weeks grade 50% of the semester grade
* Second 9-weeks grade 50% of the semester grade
* A student who is not exempt from the final examination and does not take the semester

comprehensive final examination due to an unexcused absence shall receive a zero for ` that examination.

* At the discretion of the principal, a student may be allowed to take a missed final exam. This

is to be completed by the end of the academic year (August-July).

Report Cards:

* The District shall issue report cards giving notice to a parent/legal guardian of his/her student’s performance in each class/subject every 9-weeks on a form approved by the Superintendent.

Progress Reporting:

* Progress reports shall be issued to a parent/legal guardian in accordance with District policy.
* Secondary school students, progress reports shall be issued to all students every three (3) weeks. **The progress report, signed by the parent/legal guardian, shall be returned to the appropriate teacher.**
* In grades 2-12, the District shall report progress to the parent/legal guardian as numerical scores.

Academic Dishonesty:

* Students who receive a failing grade due to academic dishonesty shall not be allowed to redo

assignments or retake a test. A code of “CH” (equal to a 0) will be marked in the gradebook and will not be changed.

Addendum: Late Work Policy (CIT 2018-19). Subject to change per CIT 2019-2020

* All late work is due the next class period. The teacher will determine the number of points deducted if assignments are turned in prior to the next class period. If the assignment is turned in the next class period, **the maximum grade a student may receive is 70% and the assignment is not eligible for redo.** After the next class period, an NHI will be recorded in the gradebook.

Example: Student scores a 100%– maximum late grade 70%.

Student scores an 80% - late grade = 50.

If grade is below 70%, student cannot have a chance for a redo.