

Millsap ISD Grading Guidelines with Campus Specifics MHS, 2020-2021, 2021-2022

Philosophy

Student grades should be designed to reflect the mastery of the content by the student. Teachers will work to deliver high quality instruction and give assignments that will allow the student to display that he/she has mastered that content. The following guidelines were developed to provide a framework for teachers to ensure grades are reflective of student attainment of the learning concepts.

Considerations of Implementation

These guidelines have been developed and reviewed by various stakeholder groups including students, teachers, parents, counselors and administrators at all campus levels. As the stakeholders developed and revised the guidelines, it was acknowledged that MISD Grading Guidelines will only be as effective as the fidelity of implementation. There will be a common expectation for each stakeholder group and campus to implement the guidelines with fidelity. Future stakeholder input will be collected at regular intervals and utilized to consider any needed guideline revisions.

Secondary

Grades 6-12: Students will receive an overall percentage score on their report card. 70 and above will be considered passing. 70-79 reflects adequate progress, 80-89 reflects strong progress, and 90-100 reflects excellent progress. High School students enrolled in Pre-AP, AP, and/or Dual Credit courses will receive a weighted grade for GPA calculation established by board policy.

Each class or content area will have a minimum of 10 grades per six weeks. Any one grade or project may not count for more than 30% of the overall grading period grade. Tests and daily grades will be weighted as 50% of the total grade for regular classes. Secondary schools will weigh Pre-AP and AP courses at 60% for tests and MHS 40% for daily grades.

Parent Notification: Teachers will be responsible to initiate a two-way communication with parents when the student average falls below a 70% and again at the 2nd and 5th week of the six weeks if the student's average is below 70%. Once an assignment or test is collected, teachers will have up to 5 school days to record the grade in the electronic gradebook.

Parents and students are encouraged to consider signing up for **Parent Portal** which provides an ongoing notification system of the student's grades and attendance.

Corrections/Retest: Students who earn a failing grade on a test or assignment will have the opportunity to retake or correct that test/assignment, excluding semester and final exams. Students retaking a test or assignment may attend a tutorial session scheduled with a teacher before completing the corrections/retake. A student will have up to 3 school days to correct the assignment and/or retake test once the initial grade has been entered in the electronic gradebook.

Late Work: An assignment is considered late when a student is NOT absent on the due date of an assignment but fails to turn in the assignment on the due date. The following guidelines will be invoked when a student turns in a late assignment.

Revised 8.5.19

- A student cannot correct late work for an enhanced grade.
- Late work will only be accepted up to 3 days after the assignment was initially due.
- If an assignment is not turned in after the 3rd day, this will be considered a student discipline concern and will be handled as such.
- Each day an assignment is late, ten points will be deducted from the overall grade.
 - Day 1 Late – Highest grade a student can earn is 90%.
 - Day 2 Late - Highest grade a student can earn is 80%.
 - Day 3 Late - Highest grade a student can earn is 70%.

Student Absence: Students who are absent from school will be given adequate time to complete the missing work. If students are aware of their absence in advance, they are encouraged to get the work from his/her teacher in advance of the absence. Students will be given a minimum of the number of days absent plus one to make up work missed. The teacher has the discretion to allow more days depending on circumstances. Under this section a student who was absent three days will be given a minimum of four days to turn in the make-up work. The type of absence will not factor into this timeline.

Semester Grade Calculations: Semester grades are calculated by adding each six weeks grade twice and the semester exam grade once and dividing by 7. Each six weeks grade therefore counts 2/7 of the semester average and the semester exam counts 1/7 of the semester average.

*** All legal accommodations and modifications supersede Grading Guidelines.*

Campus decision: Students can retest and/or correct any major grade regardless of the grade for ½ points back. The teacher makes the decision if it is a retest or a correction of the major grade.

Campus Decision: If a student is present in class on the assignment due date and does not turn in the assignment; discipline encouragement is given every school day until the student turns in the assignment or the three day no late work policy arrives.

Campus Decision: The day an assignment is due, a teacher is to input one of the following for each student for the assignment. Never is there to be an assignment in the gradebook with no indicator.

- Input the grade.
- Input an “I” for incomplete for a student ABSENT (sickness, extracurricular, etc.) the day an assignment was collected.
- Input a ZERO for those PRESENT in class the day the assignment was collected and did not turn in the assignment and assign them a d-hall.

**** Never place an “A” for absence due to an A=95 and averages a false grade in the gradebook.***

**** Never place a “M” for absence because the “M” is a zero. Students at an athletic event, sick, etc do not need a zero because they get a day for each absence. Only put an “M” if a student is present in class and does not have the assignment.***

A minimum of 1 grade a week is to be posted in the gradebook. A minimum of 4 grades are to be posted on the progress report with one of the grades a major grade. All assignments, tests or quizzes entered in gradebook must align to the TEKS and be clearly defined as such. “Participation” “Parent Signature” “Meet

the Teacher Night” are not acceptable. A teacher can give extra credit points on a minor or major grade for getting a parent signature on their syllabus or coming to Meet the Teacher Night. If a teacher is wanting to grade participation, some examples of clearly identified TEKS related will need to be labeled “welding fire pit legs” or “Days of the week song” for Spanish.