

ACADEMIC ACHIEVEMENT
GRADING/PROGRESS REPORTS TO PARENTS

EIA
(REGULATION)

GUIDELINES FOR
GRADING

Grades in core content areas will be defined by two categories:

1. Summative. These grades will comprise 70% of a student's grade average in the course.
2. Formative. These grades will comprise 30% of a student's grade average in the course.

In accordance with EIA (LOCAL), "a student shall be permitted a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade."

NUMBER OF GRADES
PER CATEGORY

All categories regardless of summative or formative should include at least one grade value by the end of the third week of school and the end of the third week of each marking period.

1. Summative category – at least 3 grades should be taken each grading period. There is no maximum on the number of grades in the summative category.
2. Formative category – at least 10 grades should be taken each grading period. There is no maximum on the number of grades in the formative category.

The District supports teacher autonomy and therefore these minimum counts will not be forced through modification to the gradebook system. Rather, the intent of this guidance is to provide a uniform understanding as to what constitutes a reasonable numbers of grades for most content areas. Variations in these expectations would be subject to campus administration discretion.

TYPES OF
ACCEPTABLE
ASSIGNMENTS

No grades shall be awarded to students for participation only or for completion of work assigned. Grades shall be determined based on the mastery of the learned material in the assignment.

1. Summative category – this category will include tests, common unit assessments (CUAs), projects, performances, and presentations.
2. Formative category – this category will include quizzes, common formative assessments (CFAs), homework, and class work tasks.

WEIGHTING OF
GRADES

Each grade in the summative category will be used one time in the gradebook and no summative grade may be weighted to intentionally manipulate the grading system. All assignment grades will be based on a 100 point or 100% scale unless an alternate cumulative point system is pre-approved by a campus administrator.

GRADE DISTRIBUTION

If teachers determine that curving is appropriate to control for testing error or other relevant factors, the following conditions apply:

1. All summative assessments should be common to a team of teachers in the same course. Any necessary curving formula shall then be common to all team members and all affected students and thus uniformly applied. Any curve used must be documented with the team leader and pre-approved by a campus administrator.
2. If an assessment is common to a course district wide, any curving method shall be uniformly applied to all students in that course, district wide and will be agreed upon based on available data by the team leaders of the course, campus administrators, and the district program coordinator. In these situations, the curve will still be documented with the team leader at each campus.
3. For final grade calculation at the end of a grading period or end of a semester, the final grade field will be locked for editing and will be based on the mathematical average of the grades entered in the gradebook program.

RETESTING OR
REDOING
ASSIGNMENTS

In keeping with EIA (LOCAL), opportunities to retest or redo assignments shall focus on applicable content the student has not mastered.

1. Time frame for redoing work.
 - a. Teachers must provide a reasonable time frame for students to retake failed assessments or redo failed assignments. For this purpose the timelines applicable to the UIL eligibility schedule will guide the timelines for redoing assignments or retaking assessments.
 - b. If a summative assessment/assignment was given during the last week of the grading period, retakes and make ups for absences can be done as needed during the last week of the grading period or if reasonable opportunity to retake is not available, the grade can be taken for the next marking period.
2. Acceptable methods for resubmitting work.
 - a. Test corrections are not an allowable retest opportunity. Instead test corrections would be an expected task that would be a part of tutorial preparation for the retesting opportunity but would not be used to raise the student's score on the assessment.
 - b. Prior to retesting on a summative task, students must attend at least 1 tutorial with their teacher or an appropriate designee within the department.

- c. Assessments/Assignments can only be retaken / redone if the grade were below 70%.
3. Determining grades after an assignment is redone or a retest is given.
 - a. For any retaken task, the grade will only be used if it is higher than the original grade earned on the assignment/assessment.
 - b. Any reassessment of a failing grade, whether formative or summative, will replace the original grade for a maximum score of 70%.
 - c. Only one retake/redo is allowable per assignment/ assessment (i.e. there is no retest for the retest if they failed that opportunity).

Although only one opportunity for redoing or retesting is allowed, there should be multiple opportunities for students to master or learn the content.

END-OF-COURSE
ASSESSMENTS

Beginning in the 2011–12 school year, the Texas Education Agency (TEA) will implement the State of Texas Assessments of Academic Readiness (STAAR) program, which includes new assessments in grades 3 through 8 and development of twelve end-of-course (EOC) assessments for students in grades 9 through 12. When required by state law, a student's score on the initial end-of-course (EOC) assessment shall count for 15 percent of the student's final grade for the course as reported on the student's transcript. However, the following conditions apply:

1. Calculation of grades will exclude EOC assessment scores and be in accordance with the District's grading guidelines.
2. An EOC assessment score shall not affect whether the student receives credit for the course.
3. EOC assessment scores shall not be included in class rank calculations.