

Springtown ISD Elementary School Grading Procedures

Kindergarten-4th Grade



Purpose of Grading in Springtown ISD

In SISD, grades assess student learning and mastery of the Texas Essential Knowledge and Skills. Grades reflect student mastery of grade level content at an independent level through a combination of formative and summative activities. Grades are intended to communicate academic progress toward mastery of the skills and concepts of the curriculum to parents and timely feedback to students. It is the goal of SISD to prepare students for a successful life beyond high school by providing instruction that promotes college and career readiness.

SISD board policy governing grades can be found at:

[https://pol.tasb.org/Policy/Download/983?filename=EIA\(LOCAL\).pdf](https://pol.tasb.org/Policy/Download/983?filename=EIA(LOCAL).pdf)

Texas Education Code governing grades can be found at:

<https://statutes.capitol.texas.gov/Index.aspx>

Parent /Guardian Communication

Parents shall be provided any relevant information concerning their child that will enhance their understanding of the child's ability, effort, success, or progress in the school program (EIA LOCAL policy). The district requires parents/guardians be provided written notification of student performance in foundation curriculum subjects English Language Arts & Reading, Math, Science, and Social Studies. Kindergarten and 1st grade students will receive formal grade reporting at the end of each nine week grading period. Students in grades 2 through 4 will receive a formal report card at the end of each nine week grading period. Additionally, progress reports shall be sent home during the 4th week of the grading period. Progress reports and report cards shall require a signature from the student's parent and must be returned to the campus.

Report cards are only one of the many means of communicating with parents. Confering with parents is another way. Conferences are useful to improve understanding and communication among teacher, student, and parent. A conference can be initiated by a parent, teacher, student, or administrator.

Grading Practices

All grading and reporting practices will support the learning process and encourage student success. Grades recorded should be reflective of learning and should be based on what a student knows and is able to do in relation to the Texas Essential Knowledge and Skills (TEKS).

Assigning of Grades

- Grades will be entered into Skyward **weekly**.
- Graded assignments will be sent home at least once a week to inform parents of their student's progress.
- Grade points shall not be awarded or reduced for any non-academic activities (i.e., returning a report card, an incomplete paper heading, bringing or possessing supplies, or attending a school-sponsored event).
- SISD does not support students receiving a nine week grading period average of 69. It is recommended that a 69 be recorded as a 70 for a nine weeks grade. At their discretion, teachers have the ability to raise nine weeks grades from a 79 to 80, 89 to 90 when using established criteria. Teachers shall utilize the same criteria for all students when deciding to raise a grade.

Grade Level/Content	Grading Scale
Kindergarten and 1st Grade	MS- Met Standard AS- Approaching Standard IPS- Insufficient Progress Towards Standard
2nd-4th Grade	Student progress is assessed on a 0 to 100 scale: 90-100= A (Above Average Progress) 80-89= B (Average Progress) 70-79 C (Limited Progress) Below 70= F (Failing)
Technology Applications, Music, Physical Education, Citizenship	E- Excellent (Exceeds Expectations) S-Satisfactory (Meets Expectations) N-Needs Improvement (Fails to Meet Expectations) U-Unsatisfactory (Far Below Expectations) <i>*Prior to assigning a "U," a teacher must have documented contact with a parent or guardian.</i>

Minimum Number of Grades

- Science – 9 grades per grading period
- Social Studies – 9 grades per grading period
- Math – 12 grades per grading period
- English Language Arts & Reading – 12 grades per grading period
**Spelling will not count for more than 10% of the total ELAR grade*

Homework

Homework is used for reinforcement of skills. Grades shall not be given for homework.

Grade Calculations

All daily and test grades are averaged together for a nine weeks average. Each nine weeks grade is added and divided by 2 for the semester average. The yearly grade is calculated by adding the two semester grades together and dividing by two.

Late Work Procedures

Assignments and tests must be completed and turned in on the assigned date in order to receive full credit. In an effort for the student's work to reflect mastery of the content presented in the assignment, no more than 10 points will be deducted for late work.

Reteach, Redos, & Retakes

When a student receives a failing grade on a test or assignment, the student must be given the opportunity to redo the assignment or retake the test according to the following parameters:

- The student will be provided an opportunity for tutoring or re-teaching prior to retesting. This may occur during class time, before or after school, or at another time agreed upon by the teacher and student/parent.
- The teacher may require the student to complete missed homework, test corrections, or other items as part of the re-teaching process.
- A student must redo the assignment or retake the test within five (5) school days from the date the assignment or test was returned to the student. A teacher may provide longer than five school days if necessary.
- Any retests will be administered on the campus.
- The grade the student receives on the redone assignment or retaken test will be no higher than a 70. A comment must be added in Skyward to any grade that is a reflection of a redo or retake.

Note: If 40% of a class fails a test or assignment, it is evident that the class has not reached sufficient mastery of the TEKS; therefore, whole class reteach/reassessment is educationally appropriate and required. In this case, students may have the opportunity to reassess for a maximum grade of 100.

Make-Up Work

For every school day absent, the student has one school day for completion of missed assignments. Administrators have the discretion to modify this guideline in circumstances where students are absent due to an extended illness. When a student returns from an absence, the teacher will provide make-up assignments as appropriate. If the make-up work is for a grade, it will be required to be done at school.

Grading Guidelines for Students with Disabilities

Students with disabilities are held to the district grading guidelines unless the ARD committee determines otherwise. The ARD committee can consider the use of grading accommodations or modifications based on the disability-related needs of the student. The district has developed a grading guidance document to assist ARD committees in making decisions about grading for students with disabilities. A copy of this guidance document is located on each campus and on the district website.

Students Receiving Additional Services

Some students require additional services during the school day. When a child is pulled from the general education classroom, they shall not be penalized for work missed. A child shall not be required to complete lessons or activities completed while they were receiving additional services; such as, Dyslexia, GT, special education, counseling, etc. Teachers must ensure that students are exposed to any missed content and that they have ample opportunities to master the standards and learning objectives.

Transfer Grades

For transferring students, numerical grades will be recorded exactly as they appear on the withdrawal from the sending school and alphabetical grades will be given the numerical equivalent according to the grading scale of the sending school. If a student enters in SISD from another school district which uses letter grades, the letter grades will be converted using the table below:

<u>Letter Grade</u>	<u>Numerical Grade</u>
A	95
B	85
C	75
D	70
F	65

Academic Dishonesty

In the event that a student engages in academic dishonesty, the student shall be subject to grade penalties on assignments or tests and disciplinary penalties and/or counseling in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or

copying the work of another student, plagiarism, and unauthorized communication between students during an exam. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.

Finality of Grade & Education Record

An examination or course grade issued by a classroom teacher is final and may not be changed unless the grade is arbitrary, erroneous, or not consistent with the district grading policy applicable to the grade, as determined by the board. A student's grade will be considered accurate, correct, and an education record fifteen (15) District business days after the end of the grading period.. All grade challenges must occur within the fifteen (15) District business day timeline.