

Grading Guidelines

1. A common syllabus for all teachers that teach the same course will be available to all students and parents. At a minimum, each course syllabus will contain the following grade-related information:
 - A. Areas for which grades from that course will be determined.
 - B. Particular course/grading policies that could potentially affect a student's grade (ex. mastery learning expectations/Power of I). Any weighted grades for the course (ex. EOC exams count as 10% of the course grade).
 - C. Late work policy for the course.
2. Individual achievement of stated learning goals shall be the only basis for grades.
 - A. Each assignment will be linked to a stated learning goal entered in the assignment description in PowerSchool.
 - B. Effort, participation, attitude and other behaviors shall not be included in grades unless they are a stated part of a learning goal and scored via a rubric shared with the student.
3. Teachers shall discuss assessment and assignments with students at the beginning of instruction. An overview of each assignment will be available to parents/students to include evaluation and grading standards.
4. Teachers shall provide proper feedback and record evidence of student achievement on an ongoing basis.
 - A. Once assigned/ given an assignment or assessment will be entered in PowerSchool. A reasonable date of return to students will be available to parents/students.
5. Late submission of work should be handled as follows:
 - A. Teachers may set due dates and deadlines for all marked assessment evidence that will be a part of a student grade.
 - B. Late submission of assessment evidence may lead to an invitation or the requirement to attend a support session before school, at lunchtime if available, or during after school hours.
 - C. At a minimum the following credit will be given for late work: Students turning in work on the day after the original due date will be eligible for 75% of the original points assigned. Students turning in work two days or more after the original due date will be eligible for 50% of the original points assigned. These late assignments must also be

turned in during the six-week grading period that they are assigned. Once a new six-week grading period has begun, the late assignments from the previous six-week grading period will no longer be accepted.

6. Absences shall be handled as follows:

A. Students shall not be penalized only for absence.

B. Absent students shall be given makeup opportunities for all missed assignments and assessments within a timely manner without penalty. A timely manner is defined as: for each day absent, a one-day make-up period is allowed.

7. Extra Credit: Opportunities for extra points in a course must involve demonstration of knowledge and skills at a high level of achievement relevant to the course standards.

8. Transfer grades shall be handled as follows: Teachers shall total all possible points for their class at the time of the new student's entry. The following methods can be used for figuring a transfer grade: Take the total points possible and multiply it by the percentage grade the student is transferring in with. Divide that number by 100 and enter that number as points earned out of the total points possible titled "Transfer Grade" in PowerSchool. If using weighted grades then the transfer grade percentage must be converted and entered in to every assignment listed for the course thus far in the semester. (ex. 88% transfer grade= 88/100 on test, 44/50 on project, etc.) Students are not responsible for work completed in the course prior to their enrollment in the district.

9. Failing Grades

A. Teachers will make every attempt possible to notify parents that a student will not be receiving credit for the course prior to the end of the semester.

B. Grade reports for all courses are sent home with students every six weeks. C. Students failing a course are not eligible to participate in extra-curricular activities, athletics and MSHSAA sponsored activities for the following semester. (See Academic Eligibility)