

Gregory-Portland Independent School District
Pre-Kindergarten through Sixth Grading Guidelines 2011-2012

EIA Local: The Superintendent or designee shall ensure that guidelines are developed for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

Make-Up Work

EIAB Local: For any class missed, the teacher may assign the student make-up work based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements.

A student shall be responsible for obtaining and completing the make-up work in a satisfactory manner and within the time specified by the teacher.

- Students will be given the same number of days missed from school to turn in make-up work.
- It is the responsibility of the student to pick up missed work upon returning to school.
- Work must be completed during the six weeks in which the absence occurred, unless the absence occurs during the last five days of the six weeks.

Incomplete Daily Work / Homework

EIAB Local: Students shall be expected to make up assignments and tests after absences. Students shall receive a zero for any assignment or test not made up within the allotted time.

- Teachers are not required to accept papers that are more than three days late.
- Special privileges may be taken away and study hall / detention may be assigned at any time by the classroom teacher to complete homework or daily work for persistent violations.

Retake/Retest

EIA Legal: The District shall adopt a grading policy, including provisions for the assignment of grades on class assignments and examinations, before each school year. The District grading policy: 1) must require a classroom teacher to assign a grade that reflects the student's relative mastery of an assignment, 2) may not require a teacher to assign a minimum grade for an assignment without regards to the student's quality of work, and 3) may allow a student a reasonable opportunity to make up or redo a classroom assignment or examination for which the student received a failing grade.

- Students may be allowed to redo a class assignment or examination for which the student received a failing grade for an additional grade that reflects the student's relative mastery.
- The teacher has an option to drop the lowest grade during a six-weeks grading period.
- The teacher must enter an additional grade for each assignment or examination that is redone. There will be two grades for the assignment recorded in the Skyward gradebook.



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Participation Grade

- Participation grades will not count for more than 20% of a six-week grade, EXCEPT for fine arts and physical education.

Interim Progress Reports

EIA Local: Interim progress reports shall be issued for all students after the third week of the grading period. Supplemental progress reports may be issued at the discretion of the teacher.

- All students will receive an Interim Progress Report (IPR) after three weeks.
- Students who are failing at the time that the IPR is created will receive an itemized list of grades for that three week grading period.

Sufficient Number of Grades / Weight

EIA Local: Guidelines shall ensure that a sufficient number of grades are taken to support the grade average assigned.

- A minimum of ten grades must be taken each six weeks for classes that meet each day of the week.
- A minimum of six grades must be taken each six weeks for classes that do not meet a full period daily.
- The weight of any single grade must not exceed twenty percent (20%) of the total six weeks grade.

Skyward / Family Access

- Each teacher must post grades for the prior week no later than 4:00 p.m. each Tuesday.

