



Whiteface CISD Elementary Grading Guidelines

Pre-Kindergarten - 5th Grade

Purpose of Grading in WISD

In WCISD, grades assess student learning and mastery of the Texas Essential Knowledge and Skills. These grades reflect student mastery of grade level content at an independent level through a combination of daily assignments and classroom activities as well as test grades. Grades are intended to communicate academic progress to parents and timely feedback to students. It is the goal of WCISD to prepare students for a successful life beyond high school by providing instruction that promotes college and career readiness.

WCISD board policy governing grades can be found at:

[http://pol.tasb.org/Policy/Download/295?filename=EIA\(LOCAL\).pdf](http://pol.tasb.org/Policy/Download/295?filename=EIA(LOCAL).pdf)

Texas Education Code governing grades can be found at:

<http://www.statutes.legis.state.tx.us/Index.aspx>

Grading Scale by Grade Level

GradeLevel	GradingScale
Pre-K and Kindergarten	Student progress is assessed using the following scale: ±=Strong <u>✓</u> = Satisfactory - = Needs Improvement <u>N</u> =Not Introduced <u>W</u> =Working on Skill
1st-5th Grades	Student progress is assessed on a 0 to100 scale: 70-100 = Pass 0-69 = Fail

Grading Practices

Grades will be entered in to TxEIS weekly. Graded papers will be sent home at least once a week to inform parents of their student's progress.

Minimum number of grades

At grades 1 - 3

- o 8-12 grades per subject per six weeks

At grades 4 and 5

- o 12-16 grades per subject per six weeks

Late Work Procedures

WCISD strives to develop responsible and accountable students who turn in high quality work on time. However, grades are intended to show mastery of the TEKS. As a result, penalties for late work shall not be reflected in the academic grade.

Penalties for late work will be reflected in citizenship grades. Repeated patterns of late work warrant further intervention or consequences. Campus administration may require additional work time of students who have late work. Campus administration may also further clarify late work penalties.

Procedures for Reteach/Retest

Occasions arise when a student has not done his/her best work.

If a student scores below 70% on an assignment/test scored as either a daily grade or a major grade, he or she may be given the opportunity to attend tutorials to receive additional instruction. Upon completion of tutorials, the student may be given an alternative assignment and/or allowed to re-do the original assignment to demonstrate mastery. The grade on the alternative assignment/re-do will be scored out of 100%. The higher of the original grade and the grade on the alternative assignment/re-do will be recorded in the grade book. Campus administration may also further clarify reteach/retest guidelines.

Except under extenuating circumstances, spelling tests and assignments are not subject to the reteach/retest procedures.

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.

Homework

WCISD believes the purpose of homework is to practice skills, reinforce reading, and involve parents with the education of their student.

Gradebook

Grades will be entered in to TxEIS weekly. Graded papers will be sent home at least once a week to inform parents of their student's progress. All daily assignments will be entered into the gradebook once. Unit assessments will be entered twice. Teachers may enter grades for projects and other assignments more than once with approval by the administration, but must provide notice to students and parents before the activity is assigned. Benchmark assessments or "checkpoints" will not be factored into the student grade average.

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.

Parent Communication

In addition to typical communication for every child, parents will be informed frequently of their child's progress. Parent conferences will be scheduled as needed. Pre-K and Kindergarten students will receive formal grade reporting at the end of each 6 week grading period. Students in grades 1 through 5 will receive a formal progress report every 3 weeks and a formal grade report at the end of each 6 week grading period.

