

GRADING POLICY

Mandarin Immersion Magnet School

Prekindergarten and kindergarten teachers will follow the specific guidelines provided by HISD for each skill included on the Progression of Skills Report for each grading period.

Grades for each nine-week grading cycle will include the following percentages and expectations for students in grades 1-8, unless otherwise specified. Teachers shall ensure that grading reflects student achievement and that a sufficient number of grades are taken to support the average grade assigned. Teachers shall enter grades weekly for all courses for each student.

Assignments, quizzes, tests, projects, classroom activities, and other instructional activities shall be designed so that the student's performance indicates the level of mastery of the designated Texas Essential Knowledge and Skills (TEKS). The student's mastery level shall be a major factor in determining the grade for a subject or course.

Teachers are the final authority on grading practices.

BASIS FOR GRADING

The District Grading Policy, HISD Policy, includes the following provisions:

- A classroom teacher shall be required to assign a grade that reflects the student's relative mastery of an assignment;
- A classroom teacher shall not be required to assign a minimum grade for an assignment without regard to the student's quality of work; and
- A student may be allowed a reasonable opportunity to make-up or redo a class assignment or examination for which the student received a failing grade.

As a result of this policy, classroom teachers shall enter weekly grades for all courses for each student.

Student grades will be determined by teacher evaluation of growth attained during the significant learning activities conducted by the teacher in a given reporting period. The teacher will take into consideration all available data in judging a student's achievement in relation to the grade or course-level standards. The following indicators may be used, as appropriate, to verify that the student has mastered the required standards in a subject area: standardized test performance, notebooks or other class work, projects, performances, observations, teacher-made tests, term papers. This information will be documented in the teacher's electronic grade book (GradeSpeed).

As an important part of the evaluation process, effective teachers identify performance standards, communicate specific expectations for achieving standards, provide ongoing feedback, make corrective comments applicable to all students, and provide private conversations and written comments on papers.

Adapted from HISD School Guidelines - Grading Requirements

HOMEWORK

Homework is considered an extension of daily learning in the classroom and is used to reinforce learning objectives (TEKS). Skills that were previously taught may be included as a reinforcement to support a student's learning. Homework may be reviewed the following day to further check for understanding. Elementary School grades 1-5 will not include homework as part of the final nine-week grade average. Middle School grades 6-8 will count homework as 5% of the final nine-week grade. There are no redo's for homework. Grades are entered into GradeSpeed weekly so that parents can be informed of their child's progress.

CLASSWORK

As part of a lesson, teachers may assign an independent in-class assignment to check for a students' level of mastery and understanding. Teachers should use their discretion on whether to use a specific assignment as part of the grading process. Some assignments may be for diagnostic purposes only and are not graded. All classwork is completed at school, except absence work. Teachers shall ensure that grading reflects student achievement and that a sufficient number of grades are taken to support the average grade assigned. One redo is allowed on a classwork assignment if the student scores 69% or lower within three days of the grade posting. The higher grade between the original grade and the redo grade is recorded. If the redo is higher than the passing standard (70%), the passing standard (70%) is recorded. Grades are entered into GradeSpeed weekly so that parents can be informed of their child's progress. Elementary School grades 1-5 will count classwork as 35% of the nine-week grade. Middle School grades 6-8 will count classwork as 30% of the final nine-week grade.

QUIZZES

To evaluate short-term learning, teachers will create formative quizzes based on learning objectives (TEKS) to identify student progress. Teachers shall ensure that grading reflects student achievement and that a sufficient number of grades are taken to support the average grade assigned. If a student is absent, the student will receive appropriate accelerated instruction and then take the quiz within three days. One redo is allowed on a quiz if the student scores 69% or lower within three days of the grade posting. The higher grade between the original grade and the redo grade is recorded. If the redo is higher than the passing standard (70%), the passing standard (70%) is recorded. Grades are entered into GradeSpeed weekly so that parents can be informed of their child's progress. Elementary School grades 1-5 and Middle School grades 6-8 will count quizzes as 25% of the final nine-week grade.

TESTS OR PROJECTS

To evaluate long-term learning, teachers will create summative tests or projects based on learning objectives (TEKS) to identify mastery. Tests may include, but not limited to, multiple-choice, short answer, fill-in the blank, or essay formats. Projects will include written rubrics and multiple check points with goals and due dates provided. If a student is absent on the day of a test or project due date, the test will be given and the project due on the day they return. One redo is allowed on a test if the student scores 69% or lower. There are no redo's for projects. The higher grade between the original grade and the redo grade is recorded. If the redo is higher than the passing standard (70%), the passing standard (70%) is recorded. Teachers shall ensure that grading reflects student achievement and that a sufficient number of grades are taken to support the average grade assigned. Grades are entered into GradeSpeed weekly so that parents can be informed of their child's progress. Elementary School grades 1-5 and Middle School grades 6-8 will count tests and projects as 40% of the final nine-week grade.