

Hays CISD 2021-2022-GRADING GUIDELINES

Grading guidelines for each grade level or course will be communicated and distributed to students and their parents by the campus. These guidelines establish the minimum number of assignments, projects, and examinations required for each grading period. In addition, these guidelines establish how the student's mastery of concepts and achievement will be communicated (i.e., letter grades, numerical averages, checklist of required skills, etc.). Grading guidelines also outline in what circumstances a student will be allowed to redo an assignment or retake an examination for which the student originally made a failing grade. Procedures for a student to follow after an absence will also be addressed.

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Grading Standards – Elementary

Hays CISD expects students to give their best effort the first time an assignment is made or a project or test is given. To ensure this quality of work, the following rules apply:

1. Teachers are required to record a minimum of one daily grade per week and a minimum of three major grades per grading period for each content area.
2. Daily grades will count for 75% and major grades will count for 25% of the overall grade for a grading period.
3. Teacher discretion may be used to determine what assignments constitute a daily or major grade, except for district-required Curriculum Based Assessments, which are to be recorded as a daily grade and eligible for reassessment.
4. Homework may be assigned and rewards or consequences given for completion or non-completion. Homework may not receive a numerical grade in the gradebook.
5. Students may not receive grades for participation without demonstrating mastery of the objective standards and district curriculum or as documented in their IEP.
6. Students have five school days from the time an assignment or test is returned to the student to receive re-teaching and to re-do the daily grade assignments.
7. Students may re-submit daily grade assignments and re-test only one time per assignment.
8. Students may receive a maximum grade of 75 on all re-submitted daily grade assignments and tests.
9. Major grades are not eligible for re-do.
10. Assessments given within the last week of the grading period will be recorded on the following grading period.

Re-teaching and reassessment for mastery – Elementary

Students not mastering an objective standard will have the opportunity to be re-taught and reassessed a second time. Re-teaching may occur in a variety of ways and in different settings. This may or may not be scheduled during class time, but must be pre announced so that students may plan accordingly. Since a single skill is addressed numerous times throughout a grade levels curriculum, a student has many opportunities to demonstrate mastery of that skill. The number of re-teaching opportunities such as independent practice, activities, and/or ongoing homework, depends upon the professional judgment of the teacher and are required to strengthen skills prior to a second assessment. For reassessment, the teacher may or may not use the same assessment to determine mastery.

Late and Make-up Assignments – Elementary

Students are expected to complete all assignments. If a student is unable to complete their work during allotted time, teachers will provide opportunities during normal school hours to complete their assignments with ongoing communication to parents and guardians.

1. Students will be expected to make up assignments and tests after an absence. Teachers will communicate and provide the make-up assignments required to be completed and communicate a reasonable amount of time to complete the assignments.
2. Each Campus will provide additional and timely interventions to ensure that missed or late assignments are completed and skills are mastered.

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3. The District shall not impose a grade penalty for make-up assignments after an unexcused absence.
4. The District shall not impose a grade penalty for make-up assignments after an absence because of suspension.
5. Conduct will be reported separately from academic grades. Conduct codes reflect behavior, class or group participation, and completion of assignments.
6. Any assignments not completed and submitted may be given the grade of a zero.

Academic Dishonesty

In accordance with EIA (local) policy, a student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties 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 examination. 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.

REPORT CARD GRADES

Report cards will be sent to parents at the completion of each nine-weeks grading period.

1. Kindergarten and first grade report card grades will be denoted with a performance scale using 1, 2, 3, or 4.
2. For Grades 2-5, report card grades will be denoted with numerical grades 3. A designation will be recorded on the report card when instruction is significantly modified in order for the student to be successful.
4. Students receiving instruction through an Individual Education Plan in Special Education will be given reports on their progress on each goal and objective on the same schedule as report cards.
5. Teachers are required to have one parent conference in the fall during the first twelve weeks of school.