



**Dr. Ronald E. McNair Junior High School
Grading Guidelines**

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines 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. Campus and teacher guidelines for grading shall be clearly communicated to students and parents. (EIA Local)

Roles and Responsibilities: Students, parents, and teachers all share responsibilities in the grading and reporting process. The following are students, parent/guardian, and teacher expectations:

Student expectations:

- Complete assignments on time with best effort and return them to the teacher.
- Set up a schedule to complete long-term assignments on time.
- Initiate communication with the instructor when experiencing difficulty or when clarification is needed.
- Maintain academic integrity and honesty.
- Evaluate own work for accuracy and seek clarification, if needed.

Parent/Guardian expectations:

- Establish a specific time, place and manner for homework to be completed.
- Provide the necessary supplies and resources for assignments to be completed.
- Monitor student's progress on assignments allowing completion.
- Assist student in planning and scheduling long-term assignments.
- Initiate communication with the teacher when concerns arise.

Teacher expectations:

- Provide relevant and engaging assignments that reinforce classroom learning and provide meaningful practice towards mastery of the Texas Essential Knowledge and Skills (TEKS).
- Create or use assessments that accurately assess the student's mastery of the skills and concepts taught.
- Provide daily content and language lesson objectives and activities for each class.
- Keep a confidential detailed record of the student's performance that can be accessed electronically by the parents throughout the semester.
- Grade and record assignments and assessments in a timely manner to provide the student and parent feedback on the student's progress in the class.
- Follow the Alvin ISD grading and reporting time lines/procedures, and seek assistance for clarification from campus or district support services.
- Provide students with a rubric for long-term projects or alternative assignments before the assignment is due.
- Inform students of content covered on all major assessments.
- Be available to students during designated tutorial times or by agreed appointment arranged by the student or parent.

Grading requirements:

- At least two grades must be posted each week in Skyward.
- There should be at least three major grades posted each nine weeks. Science teachers must also have 3 lab grades.
- Teachers should have 18+ total grades each nine weeks. This includes the 3 major grades.
- No single grade can count for more than 20% toward the semester grade.
- If the class average of any single major grade, excluding zeros, is below 70, the teacher must reteach and reassess.

Extra Credit:

All extra credit is to be academic and may be offered at the discretion of the teacher. If extra credit is offered, it must be offered to all students in the class, regardless of their grade. However, a maximum grade of 100 will be given on any one assignment.

Re-Assessment on Major Grades:

Students who score 79 or below on a major test or project can reassess for a maximum of 80 points.

- Students who wish to re-assess MUST attend at least one tutoring session to be eligible to re-assess.
- Students who wish to re-assess must do so within one week of the grade being entered in Skyward.

Make Up Work:

- Students who are absent have 1 day, plus the number of days they were absent, to make up work. For example, a student who was absent for 2 days would have 3 days to turn in all make up work.

Late Work:

Minor Grades: 1 day late, 10 points off
2 days late, 20 points off
3 days late, 30 points off
4 days late, no credit

Major Grades: 1 day late, 15 points off
2 days late, 30 points off
3+ days late, no credit

Academic Dishonesty

Any student found to be cheating, copying, plagiarizing, or otherwise attempting to receive credit through academically dishonest means will receive a zero on the assignment. The student will have the opportunity to complete an equitable alternative assignment that assesses knowledge of the same standards. In addition, the student will be assigned a Saturday detention.