



Grading Administrative Regulations for Reporting Student Progress 2017-2018

The primary purpose of grades is to measure and communicate what a student knows, understands, and can do as a result of the student's learning; a secondary purpose for grades is to provide teachers with information for instructional planning. Additionally, grading provides a level of clarity and consistency in grading practice throughout the district.

Campuses will communicate grading administrative regulations to all stakeholders on an annual basis at the beginning of the school year **EIA(LOCAL)**. The following administrative regulations were developed with input and feedback from the District's Grading Committee and campus principals. These administrative regulations will be reviewed on an annual basis.

District Grading Administrative Regulations, in accordance with legal and local grading policies, are as follows:

- **Report Cards** - The purpose of report card grades is to communicate the student's level of mastery of the designated Texas Essential Knowledge and Skills (TEKS)-based instructional objectives. EIA (LEGAL)
 - A student's 504 Plan or Individualized Education Program (IEP) determines appropriate application of these administrative regulations. EIE (LOCAL)
 - Students who have modified curriculum in any one or more content areas, the general education and/or special education teacher should apply the appropriate code to the student's report card.
- **Progress Reports** – Interim progress reports shall be issued for all students after the third week of each grading period. EIA (LOCAL)
- **Gradebook** - All grades recorded in the gradebook will relate directly to one or more TEKS-based instructional objectives. EIA (LOCAL)
 - Students will have a minimum of 8 grades per content area each six weeks and the grades should be evenly distributed throughout the grading period.
 - No single grade shall count more than 15% of the reported grade for a grading period.
 - District Assessments shall count 5% of the reported grade for a grading period. The grade can be recorded in the six weeks the grade was given or the following six weeks. For students who receive modified content, the

district assessment grade should not be recorded. (See District Assessments Guidelines).

- Grades are recorded during the six weeks in which the work occurs. Exceptions must be approved by the campus principal.
- In order to provide students and parents with timely feedback, grades are entered into the online gradebook within seven calendar days of the assignment or assessment due date. Exceptions must be approved by the campus principal.
- **Reteaching/Intervention**
 - **Elementary and Middle School:** If a student fails a class assignment or assessment, reteaching/intervention followed by an opportunity to demonstrate relative mastery of the specific TEKS objectives will occur as defined by EIA (LOCAL). The grade for the second opportunity may replace the initial grade or may be recorded as an additional grade for that student. If the retake grade is less than the initial grade, then the second attempt grade will not be recorded. The practice of replacing the grade or recording an additional grade will be applied in the best interest of the individual student. Reteach/intervention and additional opportunities should occur within the same six-week period.
 - **High School and HS Credit-bearing courses at the MS level:** If a student fails a class assignment or assessment, reteaching/intervention followed by an opportunity to demonstrate relative mastery of the specific TEKS objectives will occur as defined by EIA(LOCAL). The grade for the second opportunity may only replace the initial failing grade up to a maximum grade of 70. If the retake grade is less than the initial grade, then the second attempt grade will not be recorded. Reteach/intervention and additional opportunities should occur during the same six-week period.
- **Grade Weights** - Consistently apply weights and categories for clarity and consistency at the department, grade, or campus level.

Note: Any deviation from these administrative regulations must receive prior approval from the Associate Superintendent and Deputy Superintendent prior to the academic school year.

Additional Related Policies:

EIA (LEGAL), EIA (LOCAL), EIAA (LOCAL), EIE (LEGAL), EIE (LOCAL)