

CROSBY INDEPENDENT SCHOOL DISTRICT

March 29, 2021

AGENDA ITEM:

Discussion of the Crosby ISD Grading policy.

EXPLANATION OR RATIONALE:

This agenda item is presented to the Crosby ISD Board of Trustees for informational purposes. The following information outlines the Crosby ISD grading policy for the elementary and secondary campuses. Guidelines have been extracted from Crosby ISD School Board Policy, the Crosby ISD Student Handbook, campus handbooks and the Crosby High School Academic Planning Guide.

EIA (Local) outlines the following 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.

The Crosby ISD Student Handbook outlines the following information under the Grading Guidelines (All Grade Levels) section:

Approved grading guidelines for each grade level or course will be communicated to students and their parents by the classroom teacher. These guidelines establish:

- The minimum number of assignments, projects, and examinations required for each grading period;
- How the student's mastery of concepts and achievement will be communicated (i.e., letter grades, numerical averages, checklist of required skills, etc.);
- Circumstances under which a student will be allowed to redo an assignment or retake an examination the student originally failed; and
- Procedures for a student to follow after an absence.

These guidelines have been reviewed by each applicable curriculum department and have been approved by the campus principal. The following guidelines establish the minimum number of grades and assignments required for each grading period.

1. An average of two (2) grades per week per 9 week grading period will be assigned to reflect students' levels of mastery. At least 2 major assignments will be recorded that will receive a greater weight than daily grades. All grade levels.
2. Teachers will record their grades within 3 days unless the assignment involves major writing, which takes more time to grade. Major writing assignments should be recorded within 5 days.
3. Teachers are required to print a weekly paper copy of student grades for backup purposes. The grade book for each semester should be printed and kept as a hard copy on each campus at the end of each school year.
4. Students will not grade each other's papers. Activities such as peer editing are permitted, but students may not score papers that are recorded as part of their grade for any reporting period.
5. Grades are to be recorded for work related to the TEKS (Texas Essential Knowledge and Skills) taught during each reporting period. Grades will not be given for disciplinary issues, compliance with classroom rules, or bringing supplies to class. Teachers will assign grades reflective of students' mastery of an assignment.
6. Students who receive a failing grade on a major assignment may request a reassignment.
 - Students will have three (3) days to demonstrate mastery of the assigned objective(s) of the failing grade. The time begins when students are notified of the failing grade.
 - It is the responsibility of the student to approach the teacher and request permission.
 - The new grade will replace the failing grade up to and not exceeding a grade of 70 for that assignment.
 - To be eligible for a retest, students must participate in relearning opportunities such as attending a tutorial, completing test corrections, or participating in other remedial opportunities prior to the date of the reassessment.
7. Students will be allowed an opportunity to make up work within three (3) days after returning from an absence.
8. Late Work- Any assignment turned in late cannot receive full credit. No late work will be accepted after three (3) class days.
9. Teachers will contact parents or guardians of those students who have a 69 or below average for each reporting period.

10. Before teachers assign a grade of less than 50 for any reporting period, they will show that all of the following steps were taken:
 - Parent/guardian was contacted more than once.
 - Student was offered a relearning opportunity provided by the teacher.
 - Student was given an opportunity to makeup assignments / exams.
11. Gifted and Talented and advanced courses may include more rigorous and stringent expectations. Refer to the campus handbook and/or academic planning guide for specific requirements.
12. MECA (Modified Early College Academy) and Dual Credit participation requirements fall under the guidelines of the college that oversees their respective programs.
13. Students in grades 1 and 2 must meet reading proficiency requirements in order to be considered for promotion. Additionally, the Campus Grade Placement Committee will make decisions about promotion based on the student's final averages in math and reading. The cumulative average of all subjects must be a 70 or higher.

The following information appears in the Elementary Student Supplementary Handbook under the GRADES section:

Grades will be reported based on Nine-Week Periods.

- Progress Reports and Report Cards are accessible through Family Access. Parents are required to enroll in Family Access. Parents who do not have access, can obtain Family Access log-in by presenting a valid ID to the campus. Teachers will post student grades weekly, providing parents a current assessment of academic performance.
- See District Handbook for grading and promotion policy.

The following information is outlined in the Crosby Middle School Student Handbook under the Grading Guidelines & Department Policies section:

Each department has grading guidelines for students. Listed below are the departmental policies for each subject area. Your child will be given a syllabus from each class noting any differences and more detailed explanation of the grading guidelines when they enroll in the class. The school year is divided into four 9-week grading periods. Each 9-week grading period consists of one report card in addition to two progress reports that are made accessible via Skyward Family Access. Please refer to the following table for distribution of weight in assignments per subject.

	English	Math	Science	Social Studies	Electives
6 th Grade	All Classes: Tests – 50% Daily – 50%	All Classes: Tests – 50% Daily – 40% Quizzes – 10%	All Classes: Tests – 50% Daily – 40% Labs – 10%	All Classes: Tests – 50% Daily – 50%	All Classes: Tests – 60% Daily – 40%
7 th Grade	All Classes: Tests – 50% Daily – 50%	All Classes: Tests – 50% Daily – 40% Quizzes – 10%	All Classes: Tests – 50% Daily – 40% Labs – 10%	All Classes: Tests – 50% Daily – 50%	All Classes: Tests – 60% Daily – 40%
8 th Grade	All Classes: Tests – 60% Daily – 40%	All Classes: Tests – 60% Daily – 30% Quizzes – 10% (<i>Algebra I included</i>)	All Classes: Tests – 60% Daily – 30% Labs – 10%	All Classes: Tests – 60% Daily – 40%	All Classes: Tests – 60% Daily – 40%

The following information is outlined in the Crosby High School Academic Planning Guide under the GRADING SYSTEM section:

Grade points are assigned based on the level of the course. Class rank is derived from the assigned grade points. Numerical grades are awarded in all courses. Grade points are assigned to eligible courses and are based on both the level completed and numerical grade received in each course. LEVEL (4.0), PRE-AP (5.0), and AP, Dual Credit, MECA (6.0). Thus, the same numerical grade earned would vary in grade points, depending on the level of the courses.

For all Campuses:

The grade weights for each content area are established prior to the start of the school year, are uniform across each grade level within the content and are communicated to students and parents in each teacher's course syllabus. Further, grade weights and grading categories are not available for change by individual teachers. In general, grade weights are divided into daily grades and test grades. Within certain subjects, the weight of daily grades maybe subdivided to allow for labs and quizzes. The attached document outlines the grading categories and corresponding grade weights for each grade level and/or subject for grades PK-12 for the 2020-2021 school year. (As described above, classroom teachers do not have access to alter or adjust the weighting of grades.)

FINANCIAL OR PERSONNEL IMPLICATION:

None

RECOMMENDATION:

N/A

CONTACT PERSON:

Sherri Long, Executive Director of Elementary Education

Todd Hicks, Executive Director of Secondary Education

_____ **ACTION REQUIRED** _____ **X** _____ **NO ACTION REQUIRED**