

Grading Guidelines

Grading Scale

A = 100-90

B = 89-80

C = 79-70

F= 69 or below

Grading Periods

- Four 9 week periods
- Report Cards every 9 weeks
- Final Exams at end of each semester (unit exam)
- Semester Averages are averages of two report card grades

Minimum Grading Requirements

Formatives – average of five per 3 weeks (about 2 per week)

Summatives – minimum of three per 9 weeks*

*8th PreAP and High School credit classes must have 4 per 9 weeks

Correction Policy

6th Grade	On-Level Three formative grades can be corrected up to a maximum grade of a 75 (per nine weeks). Three summative grades can be corrected up to a maximum grade of a 75 (per nine weeks). Pre-Ap Three formative grade can be corrected up to a maximum grade of a 75 (per nine weeks). Two summative grade can be corrected up to a maximum grade of a 75 (per nine weeks).
7th Grade	On-Level Two formative grades can be corrected up to a maximum grade of a 75 (per nine weeks). Two summative grades can be corrected up to a maximum grade of a 75 (per nine weeks). Pre-Ap Two formative grade can be corrected up to a maximum grade of a 75 (per nine weeks). One summative grade can be corrected up to a maximum grade of a 75 (per nine weeks).

8th Grade	<p>On-Level One formative grades can be corrected up to a maximum grade of a 75 (per nine weeks). One summative grades can be corrected up to a maximum grade of a 75 (per nine weeks).</p> <p>Pre-Ap One formative grade can be corrected up to a maximum grade of a 75 (per nine weeks). One summative grade can be corrected up to a maximum grade of a 75 (per nine weeks).</p>
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Correction Guidelines

- *Students must redo the incorrect responses on the formative.
- *With corrections, a maximum score of 75 may be earned.
- *Quizzes and summatives must be redone in tutoring.
- *Formatives ineligible for corrections will be marked as such.
- *Students may not correct formatives after the summative test over that topic.
- *Students must correct the formative(s) and summative(s) within the grading period that it was assigned.
- *When corrected grades are entered in eschool, the new grade will be recorded with the decimal point. The original grade should be recorded after the decimal point. (ex. 70.45 – 70 = the corrected grade; 45 = the original grade).

Grading in General

- *No test or assignment will count more than one-fifth (20%) of the nine-weeks grade.
- *Actual grades earned will be entered in the grade book and those grades will be used to calculate the nine-week average.
- *All teachers are required to contact parents of students in the failure range, allowing for adequate time to improve the student's performance. If a student's grade drops to 74% or below, a parent should be contacted.
- *If a grade level team decides to give extra credit, it must be offered to the whole class/grade level team (EX: 7th math On level) and not just individual students. No individual extra credit is given and all extra credit must be related to curriculum and is a team decision (not individual teacher).
- *Grading Projects: If a student project is going to count as a test grade and requires multiple days to complete, teachers should have multiple formative grades to assess student's task completion towards the final product. The teacher can monitor a student's progress towards the final product so that if the student does not complete the project, it should not be a surprise for the teacher or the parents.

KMS Late Work Policy

No more than 20 points/per day can be taken off unless never turned in at grading

period.

Formative Late Work Policy

1st day late – 10 pts lost

2nd day late – 20 pts lost

3rd day late – Parent contact mandatory Out of 3 week grading period & not turned in = Zero

Summative Late Work Policy

1st day late – 10 pts lost – Parent contact required if student does not turn in project on due date or make up a test in specified time.

2nd day late – 20 pts lost – Parent contact

Out of 3 week grading period & not completed –Zero

Conduct Grades

Excellent - Never had to call/email parents or write a referral on discipline conduct for the student

Satisfactory - Have had to call/email parent on discipline conduct, but no office referral (at least one parent contact)

Needs Improvement - Have had to contact parents and write a conduct referral on conduct at least once.

Unsatisfactory - Have had to contact parents concerning at least 2 times concerning class conduct with multiple contacts and discipline referrals to AP as well