

6th Grade and Middle School Grading Guidelines

Grades should represent the level of mastery of an instructional objective. The instructional objectives for grade level subjects in grades 6-8 are aligned with the Texas Essential Knowledge and Skills (TEKS). The objectives address the skills required for successful performance in the next grade or in a sequence of courses. Assignments, tests, projects, classroom activities, homework, and other activities are designed to allow a student's performance to indicate the level of mastery of the designated objective.

Course Syllabus

All secondary teachers will prepare, post, and distribute a course syllabus for students during the first two weeks of the course and/or semester. The syllabus is designed to give students and parents/guardians an overview of the course's major themes and approximate dates of major course projects, exams, or papers. The following elements should be included:

- Teacher name
- Course name
- Conference period
- School phone
- Outline or scope and sequence of major course units, themes, or projects
- Approximate timeline including due dates of long-term projects
- Teacher's grading criteria (in compliance with NCISD Grading Procedures)
- Late work policy
- Average amount of homework

Reporting Grades

Grading Scale -- Letter Grade	Numerical Grade	
A	90 – 100	Excellent progress
B	80 – 89	Good progress
C	75 – 79	Satisfactory/average progress
D	70 – 74	Minimal progress
F	Below 69	Unsatisfactory progress
I	Incomplete	

Progress Reports

Grades will be communicated to parents at progress report time (half way through each six week grading period). Documentation of parent notification will be maintained when a student's average falls below 70. If a student receives a grade of less than 70 in any class or subject on a progress report, parents are encouraged to contact the appropriate teacher.

If a student's grade is below a 50 at progress report time, the actual grade will be recorded.

Report Cards

Report cards are sent home at the end of each grading period. If a parent or guardian has a question about the student's grade, please contact the student's teacher by telephone or e-mail. A parent conference may be arranged, if necessary.

At the end of each grading period, no grade lower than a 50 will be recorded. The District shall record a 50 in the permanent cumulative record for any average numerical grade that is lower than 50.

The weight of the semester exam is $\frac{1}{7}$. Semester grades are determined by taking the average of the three grading periods multiplied by six (6), adding the final exam grade and dividing by seven (7).

Computation of Grades

Daily Grades

Daily grades will make up 40% of the overall grade.

A minimum of ten (10) daily grades will be taken each grading period.

A minimum of 6 daily grades will be taken each grading period for elective classes.

Daily work is any assignment other than major grades and homework – e.g., class work, notebooks, quizzes, etc.

Homework

Homework is an effective tool in developing responsibility, study habits, and skills. It is an extension of the learning process and involves the home in the student's curriculum. It should be purposeful, related to classroom experiences, and be age and grade appropriate. The purpose and directions for the assignment need to be clearly communicated and should be preceded by instruction that adequately prepares the student to do the task independently and successfully.

Homework for electives will be optional.

Homework will make up 10% of the overall grade.

There must be a minimum of one (1) assignment weekly for each core subject and a maximum of one (1) assignment nightly for Monday – Thursday. Long term or special assignments may be made for weekends as needed.

Late Homework:

Category 1 – if a student is absent he/she has one (1) day for each day absent to turn in the work for full credit.

Category 2 – 6th grade - *during first semester*, students may turn in late homework at the teacher's discretion for a full grade. *During second semester*, late homework earns a maximum of a 50.

7th grade – *during first semester*, students may turn in late homework for a maximum of a 50. *During second semester*, NO late homework will be accepted.

8th grade – No late homework will be accepted.

Major Grades

A minimum of two (2) major tests, projects, presentations will make up 50% of the overall grade.

Electives: a minimum of 6 daily grades, and a minimum of 1 major test, project, or presentation.

Where used Accelerated Reading grades should count as one (1) test grade per grading period.

Special Programs

Students with individual education plans, enrolled in English as a Second Language, or participating in a gifted or pre-advanced program, will have grades that are reflected in those programs.

Students for whom an ARD requires a standard state assessment (TAKS), the only modifications allowed when benchmarking for that assessment will be those allowed by their individual Modification Sheets and also allowed by the state.
e.g., – extended time

Assessments for State Assessments

For assessments that are designed for diagnostic purposes only and used to determine student progress and needs, no grades should be recorded in the grade book.

Check Point /Benchmark Assessments are used to determine student mastery of targeted objectives taught during a specific instructional period. Departments will determine how a grade for these benchmarks will be recorded. Although it is the individual department's discretion as to the weight of the grade, no grade should be taken on material not previously taught.

Cheating/Plagiarism

Cheating shall be defined as giving or receiving information on a test or submitting duplicate work for outside assignments. Using technology (e.g., computer, Internet, cell phone, PDA, or calculator) to cheat or copy the work of another is prohibited. The penalty for a student found guilty of cheating is a grade of zero for the test or assignment. Plagiarism consists of using another person's ideas or writing as one's own. Plagiarism is a form of cheating and the penalty shall be a ZERO on the assignment. Students caught cheating will be referred to their respective assistant principal for disciplinary action.