

## GRADING CALCULATION GUIDELINES

### GRADES 9 - 12

1. A uniform system of calculating marking period averages has been adopted.
  - 30% of a student's grade shall be based on tests
  - 25% of a student's grade shall be based on quizzes
  - 25% of a student's grade shall be based upon the following Alternative Assessments:
    - Projects
    - Portfolios
    - Reports
    - Presentations
  - 20% of a student's grade shall be based upon homework, classroom performance, attitude and effort, etc.
2. A minimum of two (2) test grades, two (2) quiz grades and two (2) alternative assessments per marking period.
  - A minimum of one (1) test grade, one (1) quiz grade and one (1) alternative assessment, must be entered into Genesis by the mid-marking period.
3. No single assessment shall be counted as more than one grade.
4. Homework should always serve a valid learning purpose; it should never be used as a punitive measure.
5. Classroom performance, group work, attitude and effort should consist of being present, being prepared, following classroom rules, staying on task and giving your best effort.
6. Provide a syllabus which is thoroughly explained to students as well as explaining these Grading Guidelines to all students at the beginning of each course. Please provide a copy for parents as well. **Teachers are responsible for providing a copy of syllabi for all courses to the content supervisor and department head by September for each school year.**
7. **Grades must be updated weekly.**
8. For yearlong courses, each marking period grade equals 2/9ths of final average, and the final exam equals 1/9th. For semester courses each marking period grade equals 4/9ths of final average and final exam equals 1/9th.

***The concept of retesting is becoming more prominent throughout the country as a means of developing a stronger knowledge base. We strongly encourage the use of this concept.***