

Big Spring ISD Grading Guidelines

Elementary Grading Guidelines PreK-4

The District will use the following for reporting an elementary student's mastery of concepts and achievement:

- Numerical averages

A teacher must input grades weekly into the District's online reporting system.

Parents may connect individual campuses for information regarding weighting assignments and assessments.

Minimum Number of Grades

The minimum number of grades per week and/or grade reporting period will be the following:

Subject	Number of Grades per Week and/or Grade Reporting Period
English language arts	2/Week
Reading	2/Week
Math	2/Week
Science	2/Week
Social Studies	2/Week

Late Work/Make-up Work

A student is expected to complete all assignments. If a student fails to complete assignments or if late assignments become a concern for that student, the teacher will notify the parent or guardian.

1. A student will be expected to make up assignments and tests after an absence.
2. A student is responsible for obtaining and completing the make-up assignments in a satisfactory manner and within the make-up window (1 day of make-up time for each day absent).
3. The District will not impose a grade penalty for make-up assignments after an unexcused absence.
4. The District will not impose a grade penalty for make-up assignments after an absence because of suspension.

5. A student may be required to attend a teacher or campus program to complete any missing and/or unsatisfactory assignments turned in after the due date.

Reteaching

Each teacher will use their professional judgment in determining when to implement reteaching strategies to strengthen or master skills. Reteaching may occur in a variety of ways, including but not limited to, independent practice, small group lessons or activities, or full class lessons or activities. Students may redo assignments for a grade up to 70.

Homework

A teacher may use homework to enrich or reinforce lessons or skills covered in class. When assigned, it should satisfy at least one of the following objectives:

- Provide drill or practice in a particular skill.
- Give practice and extend understanding of concepts and material covered in class.
- Develop effective study methods.
- Provide advance preparation for classroom work.
- Allow the student to make up work after an absence.

The teacher is responsible for assigning effective, well-planned homework assignments that aid the student in the mastery of the essential knowledge and skills.

Academic Dishonesty

The classroom teacher or campus administrator will investigate when academic dishonesty comes into question by a student, including cheating or copying the work of another student, plagiarism, the use of artificial intelligence to complete an assignment in part or in whole unless approved by the classroom teacher, and unauthorized communication between students during an examination. The teacher will take into consideration written materials, observation, or information from students when investigating academic dishonesty. [See EIA]

A student found to have engaged in academic dishonesty will be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct based on the following:

- A student will receive a grade of zero on the test or assignment.
- The student may receive a disciplinary consequence.

**Secondary Grading
and Reporting
Procedures Grades
5-8**

The District will use the following for reporting a secondary student's mastery of concepts and achievement:

- Numerical averages

A teacher must input grades weekly into the District's online reporting system.

Departments may assign weights to different types of assignments (Daily Work, Test, Participation) with final approval of administration.

A student must have a minimum of 2 grades per category.

**Minimum Number of
Grades**

The minimum number of grades per week and/or grade reporting period will be the following:

Subject/Course	Number of Grades per Week and/or Grade Reporting Period
English language arts	2/week
Math	2/week
Science	2/week
Social Studies	2/week
Languages other than English	2/week
CTE/Electives	2/week

When a student transfers in the middle of a grading period, the average of the class will be weighted based upon the time spent in the previous class.

**Late Work/Make-up
Work**

A student is expected to complete all assignments. If a student fails to complete assignments or if late assignments become a concern for that student, the teacher will notify the parent or guardian.

1. A student will be expected to make up assignments and tests after an absence.
2. A student is responsible for obtaining and completing the make-up assignments in a satisfactory manner and within the make-up window (1 day of makeup time for each day absent).
3. The District will not impose a grade penalty for make-up assignments after an unexcused absence.

4. The District will not impose a grade penalty for make-up assignments after an absence because of suspension.
5. A student may be required to attend a teacher or campus program to complete any missing and/or unsatisfactory assignments.

Reteaching

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- Develop effective study methods.
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penalties in accordance with the Student Code of Conduct based on the following:

- A student will receive a grade of zero on the test or assignment.
- The student may receive a disciplinary consequence.

**Secondary Grading
and Reporting
Procedures Grades
9-12**

The District will use the following for reporting a secondary student's mastery of concepts and achievement:

- Numerical averages

A teacher must input grades weekly into the District's online reporting system.

A student must have a minimum of 2 grades per category.

**Minimum Number of
Grades**

The minimum number of grades per week and/or grade reporting period will be the following:

Subject/Course	Number of Grades per Week and/or Grade Reporting Period
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Languages other than English	2/week
CTE/Electives	2/week

**TRANSFER
GRADES**

Week of Enrollment	% of Transfer Grade	% of BSHS Grade	Notes
Week 1	0%	100%	Student completes entire cycle at BSHS
Week 2	17%	83%	Student completes nearly full cycle at BSHS
Week 3	33%	67%	1/3 from transfer, 2/3 from BSHS
Week 4	50%	50%	1/2 from transfer, 1/2 from BSHS
Week 5	67%	33%	2/3 from transfer, 1/3 from BSHS
Week 6	80%	20%	Minimal work considered from BSHS

Late Work/Make-up Work

A student is expected to complete all assignments. If a student fails to complete assignments or if late assignments become a concern for that student, the teacher will notify the parent or guardian.

6. A student will be expected to make up assignments and tests after an absence.
7. A student is responsible for obtaining and completing the make-up assignments in a satisfactory manner and within the make-up window (1 day of makeup time for each day absent).
8. The District will not impose a grade penalty for make-up assignments after an unexcused absence.
9. The District will not impose a grade penalty for make-up assignments after an absence because of suspension.
10. A student may be required to attend a teacher or campus program to complete any missing and/or unsatisfactory assignments.

Reteaching

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- Teacher Discretion
 - Teachers may offer re-assessment in alternate formats (oral, project-based, revised quiz, etc.) depending on the skill being assessed.
 - Teachers retain discretion but follow common grade-level expectations for fairness.
- Assignment Redo Limits
 - Redos are limited to major grades and may be capped at 70% to reflect learning while maintaining accountability...to include up to a 10-point increase for students who originally earned a 70 or higher.
 - Only one redo per major assignment or assessment unless otherwise approved by the teacher or administrator.
- Window to redo assignments:
 - Students may be given the opportunity to redo or retake within 3-5 school days after receiving reteach support, to ensure content is still fresh and progress is timely.
- Evidence of Relearning
 - Before a redo or retake, students must demonstrate participation in reteaching activities, such as attending tutorials, completing corrective assignments, or participating in small group instruction.

Homework

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- Give practice and extend understanding of concepts and material covered in class.
- Develop effective study methods.
- Provide advance preparation for classroom work.
- Allow the student to make up work after an absence.

The teacher is responsible for assigning effective, well-planned homework assignments that aid the student in the mastery of the essential knowledge and skills.

The classroom teacher or campus administrator will investigate when academic dishonesty comes into question by a student, including cheating or copying the work of another student, plagiarism, the use of artificial intelligence to complete an assignment in part or in whole unless approved by the classroom teacher, and unauthorized communication between students during an examination. The teacher will take into consideration written materials, observation, or information from students when investigating academic dishonesty. [See EIA]

A student found to have engaged in academic dishonesty will be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct based on the following:

**Academic
Dishonesty**

Any student found to have engaged in academic dishonesty (cheating, plagiarism, or unauthorized help) will face the following consequences:

- Grade Penalty:
 - The student will receive a zero on the assignment, quiz, essay, and/or project, etc. The opportunity to redo an assignment will be at the teacher's discretion.
- Disciplinary Action:
 - First Offense – zero on assignment (teacher discretion to allow student an opportunity to resubmit with a heavy penalty)
 - Second and Subsequent Offenses – punitive action deemed appropriate will be considered by campus administration.