

Denton High School Grading Policy 2013-14

The primary purpose of awarding grades is to communicate student achievement in relation to the state standards, the Texas Essential Knowledge and Skills (TEKS), and the district curriculum. Denton High School is committed to creating an environment where quality instruction, assessment, and evaluation occur to improve student achievement. The academic grade represents this achievement. Multiple formative and summative assessment tools are used to provide feedback and accurately assess students' mastery of the state standards (TEKS) and district curriculum.

Formative Assessment:

Formative assessment directs the teacher's instructional decisions regarding adjustments or re-teaching needed to ensure student success on the curriculum/learning goal(s). It also communicates to the student any learning adjustment needed prior to the summative assessment. Formative assessment is FOR learning.

The formative assessments recorded must align to the standards of the summative they precede and are to provide guidance to the student and teacher on progress towards learning goals. Formative grades should reflect progress on standards only, not compliance, i.e. returning a progress report for a grade or bringing a box of tissues at the beginning of the school year. Formative assessment is practice that takes place both formally and informally. Formal assessment occurs when regular instruction is stopped to assess student understanding. Informal assessment happens during the course of instruction. Examples of formative assessments include, but are not limited to the following:

- Class Discussions
- Daily Practice
- Teacher Observation
- Questioning
- Check for Understanding
- Classroom assignments/assessments
- District assessments
- Performance assessments
- Quizzes
- Homework

All homework should be completed, reviewed in a timely manner, and used as a method to provide students with specific feedback on their performance of the assigned tasks. The research on homework indicates that providing feedback is critical, but assigning a grade to every homework assignment is not necessary. Homework should result in a higher performance level on summative assessments.

Student effort is critical to student success. Therefore, formative assessment work not submitted on time will be recorded as an Incomplete (INC) and the student will need to complete the work in tutorials with the teacher. If work is not submitted within the summative reassessment window, the INC may be changed to a zero.

Summative Assessment:

Summative assessments are designed to provide information about a student's mastery of the curriculum/learning goal(s). Summative assessment occurs after provided frequent feedback to students through formative assessments. Summative assessment is assessment OF learning that occurs at the end of a sequence of instruction. A minimum of two summative assessments is required each six weeks. The district supports a balanced assessment approach and recommends using multiple assessment formats that require students to write, to create and to perform to document learning. Extenuating circumstances* for individual students may alter the time frame in which a summative is administered. Grades should be based on mastery of the standards. In secondary, semester exams shall be comprehensive in nature and measure the mastery of the state standards (TEKS). The

semester exam will represent 20% of a student's final semester grade. Examples of summative assessments include, but are not limited to the following:

- Tests
- Projects
- Presentations
- Quizzes
- Portfolios
- Papers
- Reports
- Performance assessment
- District assessment

Summative assessments not submitted by the due date will be recorded as an Incomplete (INC) and may receive a penalty of up to one letter grade (-10 points) when submitted. If the work is not submitted within 5 school days of the due date, the incomplete may be changed to a zero.

The teacher will examine the preponderance of assessment evidence over the course of the grading period and when appropriate, will use the most recent achievement data when determining the final grade. Formative assessments will not be used to lower a student's grade.

Tutorials should be used to assist students with concepts/knowledge/skills with which they are struggling. The teacher will assign tutorials based on evidence from formative or summative assessments. If tutorials are assigned, then attendance is mandatory.

Reassessment Procedures for Summative Assessments:

1. Reassessment provides students the opportunity to demonstrate they have increased their knowledge, skills, and/or concepts from the first assessment. Therefore, students who have already demonstrated advanced learning or mastery will not be reassessed. Advanced level or mastery is defined as a student receiving an A or a high B on an assessment.
2. Extended assessments such as essays, portfolios, or long-term projects are ineligible for reassessment in entirety or at all if work is turned in late or incomplete.
3. Students who fail a summative assessment shall be reassessed. Students who receive a 70 – 84 shall have the opportunity to reassess.
4. On a summative reassessment, the teacher shall record the higher of the two grades up to an 85.
5. Reassessment occurs under the following conditions:
 - The student completes formative assessments/assignments related to the summative (as determined by the teacher) prior to the reassessment opportunity.
 - The student engages in additional learning opportunities/assignments.
 - The teacher selects the time for reassessment, which may include before/after school.
 - Time frame:
 - Normally within ten school days of the student receiving the grade on the original assessment unless extenuating circumstances* exist.
 - No later than seven calendar days into the next grading period if the summative was given on the last week of the grading period.
6. Students who meet the aforementioned reassessment criteria may be reassessed one time.
7. The same assessment shall not be given to determine mastery. However, the assessment format is subject to the teacher discretion and students will be advised of the format.
8. The semester exam is not subject for reassessment.

Any reassessment beyond the stated procedures would be determined by the teacher and campus administrator.

**Extenuating circumstances will be determined by the teacher and the principal or designee.*