

LJMS Grading Policy 2021-2022

LJMS Mission: LJMS welcomes our diverse community into a *safe learning environment* that *fosters student growth and success* through *high-quality instruction for all*.

Our grading policy reflects the LJMS mission by informing grading practices that show that all students can learn, that we understand that students learn at different paces, that students benefit when given multiple opportunities to show success, and that student growth is always possible.

Grades will provide students with communication on their current level of content mastery.



This equity line drives our grading policy and helps us stay in line with the county's vision of **AFFIRM, ASSESS, ADVANCE** in 2021-2022.

Gradebook Type: Rolling

All Jackson courses will use a rolling gradebook. A rolling (cumulative) gradebook allows for progress towards a final mark that captures the total picture of student grades, regardless of length of quarter or number of assignments in each quarter. A student's final grade is determined by a combination of all assignments & assessments throughout the year, regardless of the quarter the work was completed, and is not an average of quarter marks.

Overall Grading System

At Jackson, all courses adhere to these guidelines:

- Teachers separate achievement grades from communication about work habits by communicating students' attendance, effort, attitude or other behaviors to parents/guardians through report card comments or other means that do not include grades.
- Gradebook entries are meant to communicate student progress.
- 50 is the lowest grade on a 100-point scale. Assignments that are still incomplete outside the completion window will receive an automatic grade of 50%.

SIS Gradebook Information

SIS is the gradebook of record. Every effort will be made to keep gradebooks up to date to ensure that students and parents are aware of missing work. At least nine assignments will be entered into SIS each quarter.

At Jackson, we use a Total Points grading system, where each assignment is worth a set number of points.

Gradebook Assignment Types

At Jackson, teachers enter grades into SIS using the following **assignment types**:

Practice	Will be graded and count towards the cumulative overall grade
Mastery	Will be graded and count towards the cumulative overall grade
Non-Graded Practice	May or may not be scored and will not count towards the cumulative overall grade

Graded Classwork

Quality learning tasks relate to the instructional objectives and concepts that are assessed in Mastery tasks.

At Jackson, we believe all practice tasks should be the vehicle through which students practice, apply, and/or elaborate on content that they are currently learning. We believe those tasks should be done with the support of a teacher and within the confines of our school day.

Participation Opportunities

In the 21-22 SY, participation will no longer be graded. Participation, however, IS embedded in all daily practice. Students will continue to process and reflect on content in their learning and those activities will happen in class within the engagement model.

Work Completion Policy

We expect that all students complete 100% of their work 100% of the time. As a result, all teachers expect students to complete and turn in assignments, even when late.

We believe that the ideal consequence for having incomplete work is to complete the work.

The grade for late work will be based on quality of work, not the result of the lateness.

Teachers will hold students accountable and support them in completing their work.

Practice Tasks:

- Teachers will indicate missing practice work with an "MC" (must complete) when work is not turned in.
- An "MC" will be automatically assigned a score of 50% of the max value in SIS. The MC code will be replaced with a grade after the student submits the work they missed (due to lateness or absence).
- Students will have **three weeks** to replace an "MC" with an actual grade for full credit. After three weeks, the grade will remain at 50%.
 - When students do not complete work by a given deadline, they should make an appointment with a teacher to complete the work. After three weeks, the grade will remain at 50%.
 - Assignments may only be turned in after three weeks when a teacher has approved an intervention plan for work completion.

Mastery Work:

- Teachers will indicate missing mastery work with an "MC" (must complete) when work is not turned in.
- An "MC" will be automatically assigned a score of 50% of the max value in SIS. The MC code will be replaced with a grade after the major work or missed assessment is graded.
- Students may complete mastery work until **June 2022** for full credit.

Parents and students are advised to review ParentVue/StudentVue regularly and ensure that any assignments receiving an "MC" are completed within permitted timelines.

Retakes For Assessments

The main goal is to promote student learning. Providing retake opportunities puts the focus on continuous improvement and achieving mastery.

- For mastery assessments, at least one new opportunity to demonstrate proficiency shall be provided to any student who completes reteaching or corrective action.
- Ideally, when possible, retakes should occur within 3 weeks of the assessment date.

Extra Credit Policy

Students will be provided multiple opportunities for work completion. As a result, no extra credit will be given.

Gradebook Comments SIS Setup

With an equity lens, universal school-wide grade book comments have been identified and will be used across all content areas.

School Wide Gradebook Comment Codes (General Descriptions)

Comment	Code	Auto Score with Code	Explanation
<i>Must Complete</i>	<i>MC</i>	50%	The student was in class but did not complete/turn in the work. If work is not turned in, the grade will be automatically given a grade of 50% of the assignment value.
<i>Excused (Do not make up)</i>	<i>Exc</i>	n/a	The student did not complete this assignment but you, the teacher, have determined they do not need to make up the work. The grade will not be impacted.
<i>Late**</i>	<i>L</i>	n/a	This will appear alongside a grade for an assignment. Notation that the student turned the work in but it was late. This code appears with the students' score.
<i>Completed (Not Yet Graded)</i>	<i>Com</i>	n/a	The student turned in an assignment and you will be grading it in the near future. This is generally used for major assignments that will take longer to grade. <i>It may also be used to track assignments (like paperwork) that will not be included in the grade.</i>

**This comment simply indicates that the assignment was submitted after the original due date. Comments show on Progress Reports (with a missing flag or score) and in SIS ParentVue.