

Westland Grading Practices 2017-2018

I. Assessments

- NO single assignment can be weighted more than 20% of a student's grade. (MCPS says no more than 25% but the Westland leadership team voted on a cap of 20%.)
- Interim Minimums
 - 4 assignments graded for quality/accuracy (formative/summative) and
 - 2 assignments graded for completion (HW/classwork)
- Marking Period Minimums:
 - 7 assignments graded for quality/accuracy (formative/summative) and
 - 4 assignments graded for completion (HW/classwork)
- Each of the four MYP criteria assessed at least once per quarter or twice per semester.
- Course-alike teams plan formative and summative assessments to ensure:
 - Consistency in the number and type of assessments given
 - That consideration is given to the weight or total points of assessments
 - Consistency in the content being assessed
 - Consistency regarding reassessment opportunities



II. MyMCPS

- Homework and assignments must be posted on a DAILY basis. If no homework is assigned for a night, post “NO HOMEWORK ON” date
- **The category and due date MUST be included when entering an assignment. On the ‘document title’ line, include the type of assignment, assignment name and due date.**
 - Example- Hmwk- Aztec Venn due 12/15
 - Example- Quiz- polygons due 10/7 or Form- polygons due 10/7

III. Fifty Percent Rule

- Zero or 50%, nothing in between. A teacher assigns a grade no lower than 50% to a task or assessment that is attempted. (If a teacher determines the student did not attempt to meet the basic requirements of a task or assessment, the teacher may assign a zero.)

IV. Grading

- Grades should be based on a body of evidence of student learning and measures that are multiple and varied.
- Grades must be entered within three weeks of an assignment being collected. (MCPS policy) (Teachers are encouraged to enter grades every two weeks or as soon as possible.) Gradebooks will be monitored regularly by teacher leaders and administrators.

V. Homework/classwork evaluated for completion v. quality/accuracy

- Homework/classwork for practice or preparation for instruction that is marked for COMPLETION may account for a maximum of 10% of the marking period grade. (When a good faith attempt has been made by the student, full credit should be awarded for the homework/classwork.)
- Homework/classwork evaluated for quality/accuracy/learning should be graded as an assessment and counted in a different grading category.
- **Please limit the number of assignments that are started in class and sent home that are evaluated for learning/quality/accuracy. The bulk of the learning and demonstration of learning should be in the teacher's presence.**

VI. Interims

- Include comments for interims when a student's grade in an advanced class is a C or lower. Otherwise, provide comments when a student is earning a grade of D, a grade of E or has dropped two letter grades.
- Due dates for interims are:
 - Marking Period 1 - October 9
 - Marking Period 2 - December 14
 - Marking Period 3 - February 28
 - Marking Period 4 - May 2
- Interim Minimums
 - 4 assignments graded for quality/accuracy (formative/summative) and
 - 2 assignments graded for completion (HW/classwork)



VII. Marking Periods

- Marking Period Minimums:
 - 7 assignments graded for quality/accuracy (formative/summative) and
 - 4 assignments graded for completion (HW/classwork)

Subjects	Formative	Summative	Completion	Progress Checks
Electives Health and Physical Education Special Education	100		n/a	
English Reading Science World Languages World Studies	90		10	
ESOL Math	80		10	10

VIII. Report Cards

- Attendance is automatically included.
- Participation and assignment completion marks must be added (C, O, S, R, NI)

IX. Reteach/Reassess

- Reassessment opportunities should be identified by the teacher before the original task/assessment and occur within an instructional unit.
- Only one reassessment opportunity can be offered per task/assessment.
- Reassessment opportunities will be offered in every course and consistent among teachers of that course.
- Assessments/tasks that indicate a final measure of learning (summatives) may not be reassessed.

X. Zs

- **Convert Zs to ZEROS immediately after the deadline has passed. Not doing so might mislead students and parents to request makeups or reassessments under the assumption that they are still possible.**