

Alexander Middle School

Grading Guidelines

A student receiving a score below 70 on a classroom assignment or test has one opportunity to make corrections to earn a grade up to 70. The **student must request** from his/her teacher the opportunity to make corrections or schedule the retake of the test. Students have **up to three days** from the time the assignment is handed back to him/her or recorded in Skyward to make corrections or retake the test. This guideline does not include long-term projects or district benchmarks.

Missing and Late Work:

Students are expected to turn in work on the day provided by the teacher. If it is not turned in, a zero will be placed in the Skyward gradebook until it is submitted to the teacher. Students will be able to correct their missed work for up to a 70 if turned in by the correction due date.

Corrections and Re-tests:

Students are able to correct any daily grade below a 70 for a maximum score of 70. Corrections are due three days after the grade is posted in Skyward. The teacher should indicate in Skyward that the grade was earned through a re-assessment opportunity.

Re-assessment will not be required for major projects in which an extended period of time has been provided to complete the assignment. However, the teacher should use milestones in the progression of the work involved for the major project to ensure that students are making reasonable progress to the completion of the assignment, which could be recorded as daily grades.

Types of Grades:

60% Daily Grades include classroom activities, quizzes, writing samples, homework.

40% Major Grades include long-term projects, in-class assessments, and tests.

