



Grading Guidelines 2022-2023

According to EIA (Local), the superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents. In accordance with this policy, the following guidelines have been established in regards to Bryan ISD courses and grading procedures.

Per the Texas Education Agency, the grading guidelines detailed in this document will be used for all courses regardless of the mode of instructional delivery (online or in-person instruction).

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Terminology & General Procedures

Grades

Grades are assigned as an indication of the level of academic development in an elementary, intermediate, or secondary school subject, course, or class.

Daily Grades

The purpose of daily grades is not to evaluate a student's final achievement of a topic, but to determine progress toward mastery of the Texas Essential Knowledge and Skills (TEKS). These grades help determine the student's progress in the learning process, diagnose any problems, and aid in getting the help needed to learn the material. Therefore, if a student scores below 75 on a daily assignment and works to master those same TEKS that were assessed on the daily assignment, a teacher may allow a student a reasonable opportunity to make up or redo a daily assignment for which the student received a failing grade and submit before the end of the six weeks. Daily grades should be based on individual student performance and not on whole class performance and behavior. Homework is an example of a daily grade and should not make up the entire category. The list below provides examples of typical daily grades. Although this list contains several examples,

it should not be considered an all-inclusive list. A variety of other assignments may be used in this category.

- Homework
- Journals
- Lab activities/reports
- Learning centers/stations
- Notebooks
- Oral assessment
- Practice items
- Quizzes
- Products of the stages of writing
- Computer activities (excluding diagnostic assessments/interventions)
- Writing compositions

Major Grades

The purpose of major grades is to evaluate student mastery of the information or skills. Major grades evaluate mastery of TEKS, concepts, understanding, and district objectives. Students' grades shall not be penalized for disciplinary reasons. In courses for high school credit, assignments and assessments taken as major grades (see examples below) should be the same by campus within a course.

The list below provides examples of typical major grades. Although this list contains several examples, it should not be considered an all-inclusive list. A variety of other assignments may be used in this category.

- Writing compositions**
- Lab reports
- Performances**
- Portfolio** (these can be original works or works to show mastery after a reteach/ reassess)
- Presentations**
- Research projects**
- Special projects**
- Products of the stages of writing
- Tests/Major Assessments
- District Based Assessments (DBA) and Benchmark Assessments*

*Per the Bryan ISD Assessment plan, campuses make decisions on the use of district-based assessments and Benchmark grades. Refer to the campus testing coordinator for information.

**Rubrics or specific guidelines would be used to score these assignments.

Missing Assignment Grades

Missing assignments shall be assigned the grade of 'M'. The grade of 'M' indicates that the assignment is missing. The 'M' grade will count as a zero in the student's average.

Grading Scales

Assignments may be calculated as Daily Grades or Major Grades in one of the following methods:

Numerical grades: A 100 is the highest grade that can be recorded. The lowest passing grade is 70. The grading scale is:

A = 90-100

B = 80-89

C = 70-79

F = Failing (Below 70)

*Note: This grading scale applies to BISD courses only. Dual Credit courses through Blinn College follow that institution's policy.

Elective grades K-4: music, art, and physical education

E = Exceeds Expectations

S = Satisfactory

N = Needs Improvement

U = Unsatisfactory

Homework

Homework is for the purposes of independent practice, extension, and enrichment of topics taught in class. Assignments must be related to state and/or local curriculum standards. While students should be able to complete homework assignments independently, parents are encouraged to oversee the assignments. Extra homework will not be assigned or created as a consequence of misbehavior. A student's lack of resources should not impede his or her ability to successfully complete or score well on a homework assignment. Teachers are expected to provide timely feedback on homework assignments. If grades are taken on homework, grades should also be posted in a timely manner (see "Posting of Grades" for more information).

Extra Credit

Extra credit must be related to the TEKS in that subject. If extra credit is offered, it must be made available to all students in that course by campus. Extra credit or grades may not be given for clerical tasks such as giving a student "100" for bringing canned goods, Kleenex, fundraising, etc. If the extra credit assignment creates a financial or transportation burden on the student, an alternative extra credit will be given.

Transfer Grades - Intra-District Transfers:

Students who have transferred from one Bryan ISD campus to another or transferred from one class to another within the same campus are considered intra-district transfers. Grade information for these students will be obtained from the *Classwork* screen, located in the [Teacher Access Center \(TAC\) student drawer](#).

Teachers will use this grade information to assign the student a "walk-in-grade" for assignments prior to the student's enrollment in the class. For intra-district transfers, Teacher Access Center has built in functionality for moving grades. Refer to the TAC help documents for instructions on how to utilize these features. In cases where this functionality is not available, the "walk-in-grade" should be entered manually for the assignments due prior to the student's enrollment in the class.

Transfer Grades - Out of District Transfers:

- **Transfer Students With Grades:** Teachers will use grade information from the previous district, if provided, to assign the student a “walk-in-grade” for assignments prior to the student’s enrollment in the class by manually keying in the “walk-in” grade for all assignments.

- **Grade Equivalents:** To be used for Transfer-In Grades only

A+ = 100	C+ = 79	E = 95
A = 95	C = 77	S = 85
A- = 90	C- = 75	N = 75
B+ = 89	D = 70	U = 65
B = 85	F = 65 (Failing 69 and Below)	Withdrew Failing = 65
B- = 80		Withdrew Passing = 85

- **Transfer Students Without Grades (non high school credit courses):**
 - Less than 15 days of enrollment: If the student has been in attendance for less than (15) days, no grades will be reported on the report card. Teachers should select “NG” for no grade.
 - 15 or more days of enrollment: If the records are unavailable and the student has been in attendance for 15 or more days, the following should be used to determine the report card grade:
 - Assign grade level written or oral work that can be assessed for grade reporting, and
 - Submit a grade change form to place the grade on the report card.
 - For the calculation of a course average, any Six Weeks with a grade of NG will not be included. For example if the student has an NG for the 1st Six Weeks, then the course grade would be the average of the remaining five Six Weeks.
 - 2nd Six Weeks + 3rd Six Weeks + 4th Six Weeks + 5th Six Weeks + 6th Six Weeks divided by 5.
- **Transfer Students Without Grades (high school credit courses):**
 - If the student has no grades, then teachers should select “NG” for no grade. Then,
 - Assign grade level written or oral work that can be assessed for grade reporting, and
 - Submit a grade change form to place the grade on the report card.
 - For the calculation of a course average, any Six Weeks with a grade of “NG” must be converted to a numerical grade by the end of the school year, or it will be calculated as a zero.
- For transfer grade situations not addressed above, questions should be directed to the campus lead counselor who will then contact the Director of Counseling Services.

Grading Procedures PK-4

Minimum Number of Grades in PK-4

For each six-week report card period, the minimum number of grades to be used in calculating the

six-week average for each core subject and/or course is as follows:

Grades Pre-K/K Minimum Number of Grades

The standards-based report card will document a student's current level of proficiency per six weeks.

Grade 1-2 Minimum Number of Grades

	Math	Science	Social Studies	Language Arts*	Electives Music, Art, & PE
Daily Grades	7	6	6	10	E = Exceeds Expectations S = Satisfactory N = Needs Improvement U = Unsatisfactory
Major Grades	3	0	0	3 reading, 1 composition	

*Language Arts grades must include written compositions, grammar, and conventions.

Grades 3-4 Minimum Number of Grades

	Math	Science	Social Studies	Language Arts*	Electives Music, Art, & PE
Daily Grades	10	6	6	10	E = Exceeds Expectations S = Satisfactory N = Needs Improvement U = Unsatisfactory
Major Grades	3	3	0	3 reading, 1 composition	

*Language Arts grades must include written compositions, grammar, and conventions.

Posting of Grades in 1-4

A minimum of 2 daily grades (including graded homework) must be recorded in the online grading system per week until the minimum number of grades is met. Grades will be collected and posted throughout the six weeks.

- By the end of each 3-week progress report, at least 1 major grade must be recorded in the online grading system.
- At least 2 major grades must be recorded in the online grading system by the end of the 5th week of the six weeks.
- Each major grade must be a separate grade.
- Each major grade should only count once in order to avoid penalizing students unreasonably for the same assignment.
- If grades are dropped, the remaining number of grades must meet the minimum expectations set in the table above.
- Due to school holidays, testing schedules for District Based Assessments and/or Benchmarks, and other special circumstances, deviations from this requirement will occur with administrative approval.

Teachers with shared grading responsibilities (ex. resource teacher, co-teacher, etc) must provide grades to the teacher of record in a manner that allows for the weekly posting of grades.

All grades taken shall be recorded in the electronic grade book for grade levels K-12 within a week of being collected. However, major projects, research papers, and similar student work may take longer

than a week to grade due to the nature of the grading process.

Maximum Homework Time Allocation in PK-4

Campuses are expected to adhere to the maximum time allocations per night and ensure that homework is aligned to the level of rigor indicated by the district curriculum and the TEKS/SE.

- Pre-Kindergarten: 10 minutes
- Kindergarten: 10 minutes
- 1st Grade: 20 minutes
- 2nd Grade: 30 minutes
- 3rd Grade: 40 minutes
- 4th Grade: 50 minutes

Elementary teachers are expected to collaborate within the grade-level to ensure the time allocation is not exceeded for all subjects combined. Principals are expected to ensure that collaboration is occurring to ensure adherence to the time allocation.

Late Assignments/Late Work in K-4:

The late assignment/late work penalties apply only to students who are in attendance, but fail to turn work in on time. Late work penalties will be **no more severe than** those listed below:

Daily Grades

K-1: No work is considered late if submitted within a six-week grading period.

2-4: The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- Daily work that is 1 - 2 days late will be accepted without penalty.
- Daily work that is 3 or more days late will be accepted with a penalty of up to 10 points off a 100-point scale, which means up to 10 points per school day, or if another scale is used no more than 10% off for each school attendance day late.
- Late work must be submitted within the grading period.

Major Grades

1-4: The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- On long-range major projects or announced tests where the due date is established well in advance, the student may be penalized up to 10 points on a 100-point scale, or if another scale is used, 10% per school day for each day beyond the due date.
- Late work must be submitted within the grading period.
- Every effort should be made to complete the work for partial credit.

Exceptions to the late policy may be made for students assigned to an alternative educational setting.

Make-up Work for Absences in K-4

Students shall be expected to make up assignments and tests after absences. Within this framework, the maximum time allowed shall be determined at the discretion of the teacher according to the individual circumstances with a minimum of 1 day for each day of absence plus at least 1 day to complete and turn-in make up work for full credit. A penalty may not be assessed for work submitted

within the allotted make up time frame. A penalty may be assessed for any assignments or tests not made up within the allotted time. A student shall be responsible for obtaining and completing the make-up work in a satisfactory manner and within the time specified by the teacher. If the assignment was made prior to the absence, the teacher may require the work the day the student returns. The district shall not impose a grade penalty for make-up work after an absence because of suspension.

School-Sponsored Activities in K-4

Students should make every effort to gather and complete work prior to a school-sponsored absence. Time allowed for make-up work due to a school-sponsored activity should be in accordance with the make-up work for all absences.

Reteaching and Reassessment in PK-4

Reassessment shall be offered to allow a student another chance to show mastery after he/she has failed an exam. After reteaching occurs, the reassessment option may include a formal or informal measure deemed appropriate by the teacher/course level for evaluating the skill or concept. The teacher will make every effort to allow the student to be reassessed as soon as possible. A reassessment must be completed prior to the next exam.

Students who score below 75 will be given an opportunity to retest in order to earn up to a 75. If the reassessment is administered, the higher grade must replace the lower one with a maximum grade of 75. Students will have only one opportunity for reassessment per failing test grade. The reassessment option is not available for District STAAR Benchmarks.

Calculating Progress Reports & Six Week Averages in PK-4

PreKindergarten

Progress in demonstration of Prekindergarten skills will be reported to parents as:

- M = Mastery
- P = Progressing
- I = Insufficient progress
- NA = Not assessed at this time.

Kindergarten

Progress in demonstration of Kindergarten skills will be reported to parents as:

- M = Mastery
- P = Progressing
- P Minus = Concern with rate of progress
- I = Insufficient progress
- NA = Not assessed at this time.

Grades 1-4:

The following percentages apply for report card grade calculation:

- 40% Daily Grades
- 60% Major Grades

The district will report progress to parents as numerical scores. Numerical grades will be reported on a scale of 0 to 100 with 70 as the passing standard.

Calculating Yearly Averages in PK-4

Grades PK-K: The standards-based report card will document a student's level of proficiency for the end of the year.

Grades 1-4: The yearly average for a subject shall be calculated by adding the six week grades and dividing by six.

Grading Procedures 5-6

Minimum Number of Grades in 5-6

For each six-week report card period, the minimum number of grades to be used in calculating the six-week average for each core subject and/or course is as follows:

Grade 5 Minimum Number of Grades

	Math	Science	Social Studies	Language Arts*	Electives Music, Art, & PE
Daily Grades	10	10	7	10	E = Exceeds Expectations S = Satisfactory
Major Grades	3	3	3	3	N = Needs Improvement U = Unsatisfactory

*Language Arts grades must include written compositions, grammar, and conventions.

Grade 6 Minimum Number of Grades

	Math	Science	Social Studies	Language Arts*	Electives
Daily Grades	10	10	7	10	7
Major Grades	3	3	3	3	3

*Language Arts grades must include written compositions, grammar, and conventions.

Posting of Grades in Grades 5-6

A minimum of 2 daily grades (including graded homework) must be recorded in the online grading system per week until the minimum number of grades is met. Grades will be collected and posted throughout the six weeks.

- By the end of each 3-week progress report, at least 1 major grade must be recorded in the online grading system.
- At least 2 major grades must be recorded in the online grading system by the end of the 5th week of the six weeks.
- Each major grade must be a separate grade.
- Each major grade should only count once in order to avoid penalizing students unreasonably for the same assignment.
- If grades are dropped, the remaining number of grades must meet the minimum expectations set in the table above.
- Due to school holidays, testing schedules for District Based Assessments and/or Benchmarks,

and other special circumstances, deviations from this requirement will occur with administrative approval.

Teachers with shared grading responsibilities (ex. resource teacher, co-teacher, etc) must provide grades to the teacher of record in a manner that allows for the weekly posting of grades.

All grades taken shall be recorded in the electronic grade book for grade levels K-12 within a week of being collected. However, major projects, research papers, and similar student work may take longer than a week to grade due to the nature of the grading process.

Maximum Homework Time Allocation in Grades 5-6

Campuses are expected to adhere to the maximum time allocations per night and ensure that homework is aligned to the level of rigor indicated by the district curriculum and the TEKS/SE.

- Regular core and elective classes – 20 minutes maximum per class, not to exceed a total time allocation of 1 hour
- Inquire Academy, Odyssey Academy, and Pre-AP classes 30 minutes maximum per class not to exceed a total time allocation of 90 minutes.

Intermediate teachers are expected to collaborate to ensure the total time allocation does not exceed one hour. Principals are expected to ensure that collaboration is occurring to ensure adherence to the time allocation.

Late Assignments/Late Work in Grades 5-6

The late assignment/late work penalties apply only to students who are in attendance, but fail to turn work in on time. Late work penalties will be **no more severe than** those listed below:

Daily Grades

The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- Daily work that is 1 - 2 days late will be accepted without penalty.
- Daily work that is 3 or more days late will be accepted with a penalty of up to 10 points off a 100-point scale, which means up to 10 points per school day, or if another scale is used no more than 10% off for each school attendance day late.
- Late work must be submitted within the grading period.

Major Grades

The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- On long-range major projects or announced tests where the due date is established well in advance, the student may be penalized up to 10 points on a 100-point scale, or if another scale is used, 10% per school day for each day beyond the due date.
- Late work must be submitted within the grading period.
- Every effort should be made to complete the work for partial credit.

Exceptions to the late policy may be made for students assigned to an alternative educational setting.

Make-up Work for Absences in Grades 5-6

Students shall be expected to make up assignments and tests after absences. Within this framework, the maximum time allowed shall be determined at the discretion of the teacher according to the individual circumstances with a minimum of 1 day for each day of absence plus at least 1 day to complete and turn-in make up work for full credit. A penalty may not be assessed for work submitted within the allotted make up time frame. A penalty may be assessed for any assignments or tests not made up within the allotted time. A student shall be responsible for obtaining and completing the make-up work in a satisfactory manner and within the time specified by the teacher. If the assignment was made prior to the absence, the teacher may require the work the day the student returns.

School-Sponsored Activities in Grades 5-6

Students should make every effort to gather and complete work prior to a school-sponsored absence. Time allowed for make-up work due to a school-sponsored activity should be in accordance with the make-up work for all absences. The district shall not impose a grade penalty for make-up work after an absence because of suspension.

Reteaching and Reassessment in Grades 5-6

Reassessment shall be offered to allow a student another chance to show mastery after he/she has failed an exam. After reteaching occurs, the reassessment option may include a formal or informal measure deemed appropriate by the teacher/course level for evaluating the skill or concept. The teacher will make every effort to allow the student to be reassessed as soon as possible. A reassessment must be completed prior to the next exam.

Students who score below 75 will be given an opportunity to retest in order to earn up to a 75. If the reassessment is administered, the higher grade must replace the lower one with a maximum grade of 75. Students will have only one opportunity for reassessment per failing test grade. The reassessment option is not available for semester exams or District STAAR Benchmarks.

Edgenuity Six Weeks Grade Repair Courses in Grades 5-6

A six weeks repair course taken in Edgenuity can replace a failing grade for that same course for a specific six weeks. The Edgenuity grade will replace the original grade up to a 70. An Edgenuity Educator will submit the grade earned for the Edgenuity six weeks grade repair course to the teacher of record on an Edgenuity course grade form. Edgenuity six weeks grade repair is provided for marking periods 1, 2, 4, and 5 for available courses.

Calculating Progress Reports & Six Week Averages in Grades 5-6

The following percentages apply for report card grade calculation:

- 40% Daily Grades
- 60% Major Grades

The district will report progress to parents as numerical scores. Numerical grades will be reported on a scale of 0 to 100 with 70 as the passing standard.

Calculating Yearly Averages in Grades 5-6

The yearly average for a subject shall be calculated by adding the six week grades and dividing by six.

Grading Procedures 7-8

Minimum Number of Grades in Grades 7-8

For each six-week report card period, the minimum number of grades to be used in calculating the

six-week average for each core subject and/or course is as follows:

Grades 7-8 Minimum Number of Grades

	Math	Science	Social Studies	Language Arts*	Electives
Daily Grades	7	7	7	7	7
Major Grades	3	3	3	3	3

*Language Arts grades must include written compositions, grammar, and conventions.

Posting of Grades in Grades 7-8

A minimum of 2 daily grades (including graded homework) must be recorded in the online grading system per week until the minimum number of grades is met. Grades will be collected and posted throughout the six weeks.

- By the end of each 3-week progress report, at least 1 major grade must be recorded in the online grading system.
- At least 2 major grades must be recorded in the online grading system by the end of the 5th week of the six weeks.
- Each major grade must be a separate grade.
- Each major grade should only count once in order to avoid penalizing students unreasonably for the same assignment.
- If grades are dropped, the remaining number of grades must meet the minimum expectations set in the table above.
- Due to school holidays, testing schedules for District Based Assessments and/or Benchmarks, and other special circumstances, deviations from this requirement will occur with administrative approval.

Teachers with shared grading responsibilities (ex. resource teacher, co-teacher, etc) must provide grades to the teacher of record in a manner that allows for the weekly posting of grades.

All grades taken shall be recorded in the electronic grade book for grade levels K-12 within a week of being collected. However, major projects, research papers, and similar student work may take longer than a week to grade due to the nature of the grading process.

Maximum Homework Time Allocation in Grades 7-8

Campuses are expected to adhere to the maximum time allocations per night and ensure that homework is aligned to the level of rigor indicated by the district curriculum and the TEKS/SE.

- Regular core and elective classes – an average of 20 minutes per class
- Inquire Academy, Odyssey Academy, and Pre-AP classes - an average of 30 minutes per class

Principals are expected to ensure that collaboration is occurring to ensure adherence to the time allocation.

Late Assignments/Late Work in Grades 7-8

The late assignment/late work penalties apply only to students who are in attendance, but fail to turn work in on time. Late work penalties will be **no more severe than** those listed below:

Daily Grades

The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- Daily work will be accepted late with a penalty of up to 10 points off a 100-point scale, which means up to 10 points per school day, or if another scale is used no more than 10% off for each school attendance day late.
- Late work must be submitted within the grading period.

Major Grades

The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- On long-range major projects or announced tests where the due date is established well in advance, the student may be penalized up to 10 points on a 100-point scale, or if another scale is used, 10% per school day for each day beyond the due date.
- Late work must be submitted within the grading period.
- Every effort should be made to complete the work for partial credit.

Exceptions to the late policy may be made for students assigned to an alternative educational setting.

Make-up Work for Absences in Grades 7-8

Students shall be expected to make up assignments and tests after absences. Within this framework, the maximum time allowed shall be determined at the discretion of the teacher according to the individual circumstances with a minimum of 1 day for each day of absence plus at least 1 day to complete and turn-in make up work for full credit. A penalty may not be assessed for work submitted within the allotted make up time frame. A penalty may be assessed for any assignments or tests not made up within the allotted time. A student shall be responsible for obtaining and completing the make-up work in a satisfactory manner and within the time specified by the teacher. If the assignment was made prior to the absence, the teacher may require the work the day the student returns.

School-Sponsored Activities in Grades 7-8

Students should make every effort to gather and complete work prior to a school-sponsored absence. Time allowed for make-up work due to a school-sponsored activity should be in accordance with the make-up work for all absences. The district shall not impose a grade penalty for make-up work after an absence because of suspension.

Reteaching and Reassessment in Grades 7-8

Reassessment shall be offered to allow a student another chance to show mastery after he/she has failed an exam. After reteaching occurs, the reassessment option may include a formal or informal measure deemed appropriate by the teacher/course level for evaluating the skill or concept. The teacher will make every effort to allow the student to be reassessed as soon as possible. A reassessment must be completed prior to the next exam.

Students who score below 75 will be given an opportunity to retest in order to earn up to a 75. If the reassessment is administered, the higher grade must replace the lower one with a maximum grade of 75. Students will have only one opportunity for reassessment per failing test grade. The reassessment

option is not available for semester exams or District STAAR Benchmarks.

Students in high school courses who score below 75 will be given an opportunity to retest in order to earn up to a 75. If the reassessment is administered, the higher grade must replace the lower one with a maximum grade of 75. Students will have only one opportunity for reassessment per failing test grade. The reassessment option is not available for semester exams or District STAAR Benchmarks.

Edgenuity Six Weeks Grade Repair Courses in Grades 7-8

A six weeks repair course taken in Edgenuity can replace a failing grade for that same course for a specific six weeks. The Edgenuity grade will replace the original grade up to a 70. An Edgenuity Educator will submit the grade earned for the Edgenuity six weeks grade repair course to the teacher of record on an Edgenuity course grade form. Edgenuity six weeks grade repair is provided for marking periods 1, 2, 4, and 5 for available courses.

Edgenuity High School Semester Courses in Grades 7-8

The grade earned for a course taken for semester credit recovery or advancement through Edgenuity must consist of at least 70% Edgenuity course work. Assignments from outside the Edgenuity program may constitute a maximum of 30% of the course grade where no single external assignment counts for more than 20% of the final average. The final course grade will be submitted by an Edgenuity Educator and posted on the transcript by the campus designee. See Edgenuity Handbook for more information.

Calculating Progress Reports & Six Week Averages in Grades 7-8

The following percentages apply for report card grade calculation:

	On-Level and Pre-AP Middle School Courses	On-Level High School Courses	Pre-AP High School Courses*
Daily Grades	40%	40%	30%
Major Grades	60%	60%	70%

*Deviations from these percentages must be course specific, district-wide, and approved at the district level. See the high school section titled, "Grade Category Weights by Course" for specific information.

The district will report progress to parents as numerical scores. Numerical grades will be reported on a scale of 0 to 100 with 70 as the passing standard.

Calculating Course Averages in Grades 7-8

Middle School Courses

The yearly average for a subject shall be calculated by adding the six week grades and dividing by six.

High School Courses

The semester grade for which a Carnegie Unit of credit is earned shall be calculated from the Six-Week grades. The average of the 1st, 2nd, and 3rd Six Week grades shall count as the fall semester grade. The average of the 4th, 5th, and 6th Six Week grades shall count as the spring semester grade. When a student fails the first semester or the second semester of a two-semester course, then semester averaging will be used. The two semesters will be added together and divided by two to obtain an averaged semester grade. Credit will be awarded for the entire year if the average of the two grades is 70 or above.

End of Course Tests and Course Credit in Grades 7-8

The following scenarios will determine credit recovery for high school courses with End of Course Exams, such as English I, English II, Algebra I, Biology I, and U.S. History:

- If a student fails the course and the End of Course test, he or she will retake the course, receive state required acceleration, and retake the End of Course test.
- If a student passes the course and fails the End of Course test, he or she will receive state required acceleration and retake the End of Course test.
- If a student fails the course and passes the End of Course test, he or she will be eligible for credit recovery through summer school or a lab class.

Grading Procedures 9-12

Minimum Number of Grades in Grades 9-12

For each six-week report card period, the minimum number of grades to be used in calculating the six-week average for each core subject and/or course is as follows:

Grades 9-12 Minimum Number of Grades

	Math	Science	Social Studies	Language Arts*	Electives
Daily Grades	7	7	7	7	7
Major Grades	3	3	3	3	3

*Language Arts grades must include written compositions, grammar, and conventions.

Posting of Grades in Grades 9-12

A minimum of 2 grades (including graded homework) must be recorded in the online grading system per week until the minimum number of grades is met. Grades will be collected and posted throughout the six weeks.

- By the end of each 3-week progress report, a total of 4 daily grades and at least 1 major grade must be recorded in the online grading system.
- By the end of the 5th week of a six weeks grading period, a minimum of 6 daily grades, with at least 2 major grades, must be recorded in the online grading system.
- Each major grade must be a separate grade.
- Each major grade should only count once in order to avoid penalizing students unreasonably for the same assignment.

- If grades are dropped, the remaining number of grades must meet the minimum expectations set in the table above.
- Due to school holidays, testing schedules for District Based Assessments and/or Benchmarks, and other special circumstances, deviations from this requirement will occur with administrative approval.

Teachers with shared grading responsibilities (ex. resource teacher, co-teacher, etc) must provide grades to the teacher of record in a manner that allows for the weekly posting of grades.

All grades taken shall be recorded in the electronic grade book for grade levels K-12 within a week of being collected. However, major projects, research papers, and similar student work may take longer than a week to grade due to the nature of the grading process.

Maximum Homework Time Allocation in Grades 9-12

Campuses are expected to adhere to the maximum time allocations per night and ensure that homework is aligned to the level of rigor indicated by the district curriculum and the TEKS/SE.

- Regular core and elective classes – 30 minutes maximum per class
- Pre-AP, Honors/OnRamp, Dual Credit, AP, and IB classes will require more time

High School teachers are expected to collaborate to ensure the total time allocation does not exceed 1.5 hours. Principals are expected to ensure that collaboration is occurring to ensure adherence to the time allocation.

Late Assignments/Late Work in Grades 9-12

The late assignment/late work penalties apply only to students who are in attendance, but fail to turn work in on time. Late work penalties will be **no more severe than** those listed below:

Daily Grades

The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- Daily work will be accepted late with a penalty of up to 10 points off a 100-point scale, which means up to 10 points per school day, or if another scale is used no more than 10% off for each school attendance day late.
- Late work must be submitted within the grading period.

Major Grades

The teacher may use discretion regarding the extension of the late work rule due to extenuating circumstances. The following represents the requirements and maximum penalties allowed:

- On long-range major projects or announced tests where the due date is established well in advance, the student may be penalized up to 10 points on a 100-point scale, or if another scale is used, 10% per school day for each day beyond the due date.

Make-up Work for Absences Grades 9-12

- Students shall be expected to make up assignments and tests after absences. Within this framework, the maximum time allowed shall be determined at the discretion of the teacher according to the individual circumstances with a minimum of 1 day for

each day of absence plus at least 1 day to complete and turn-in make up work for full credit. A penalty may not be assessed for work submitted within the allotted make up time frame. A penalty may be assessed for any assignments or tests not made up within the allotted time. A student shall be responsible for obtaining and completing the make-up work in a satisfactory manner and within the time specified by the teacher. If the assignment was made prior to the absence, the teacher may require the work the day the student returns.

- Make-up work must be submitted within the grading period.
- Every effort should be made to complete the work for partial credit.

Exceptions to the late policy may be made for students assigned to an alternative educational setting.

School-Sponsored Activities in Grades 9-12

Students should make every effort to gather and complete work prior to a school-sponsored absence. Time allowed for make-up work due to a school-sponsored activity should be in accordance with the make-up work for all absences. The district shall not impose a grade penalty for make-up work after an absence because of suspension.

Reteaching and Reassessment in Grades 9-12

After reteaching occurs, reassessment shall be offered to allow a student another chance to show mastery after he/she has failed a major grade. The reassessment option may include a formal or informal measure deemed appropriate by the teacher/course level for evaluating the skill or concept. The teacher will make every effort to allow the student to be reassessed as soon as possible. A reassessment must be completed prior to the next major grade.

Students in high school courses who score below 75 will be given an opportunity to retest in order to earn up to a 75. If the reassessment is administered, the higher grade must replace the lower one with a maximum grade of 75. Students will have only one opportunity for reassessment per failing major grade. The reassessment option is not available for District STAAR Benchmarks.

Edgenuity Six Weeks Grade Repair Courses in Grades 9-12

A six weeks repair course taken in Edgenuity can replace a failing grade for that same course for a specific six weeks. The Edgenuity grade will replace the original grade up to a 70. An Edgenuity Educator will submit the grade earned for the Edgenuity six weeks grade repair course to the teacher of record on an Edgenuity course grade form. Edgenuity six weeks grade repair is provided for marking periods 1, 2, 4, and 5 for available courses.

Edgenuity High School Semester Courses in Grades 9-12

The grade earned for a course taken for semester credit recovery or advancement through Edgenuity must consist of at least 70% Edgenuity course work. Assignments from outside the Edgenuity program may constitute a maximum of 30% of the course grade where no single external assignment counts for more than 20% of the final average. The final course grade will be submitted by an Edgenuity Educator and posted on the transcript by the campus designee.

Calculating Progress Reports & Six Week Averages in Grades 9-12

The following percentages apply for report card grade calculation:

	On-Level Courses	Academic Courses* (Honors/OnRamps, Pre-AP, Pre-IB)	Advanced Courses* (AP and IB)
Daily Grades	40%	30%	20%
Major Grades	60%	70%	80%

*Deviations from these percentages must be course specific, district-wide, and approved at the district level. See the high school section titled, "Grade Category Weights by Course" for specific information.

The district will report progress to parents as numerical scores. Numerical grades will be reported on a scale of 0 to 100 with 70 as the passing standard.

Calculating Course Averages in Grades 9-12

The semester grade for which a Carnegie Unit of credit is earned shall be calculated from the Six-Week grades. The average of the 1st, 2nd, and 3rd Six Week grades shall count as the fall semester grade. The average of the 4th, 5th, and 6th Six Week grades shall count as the spring semester grade. When a student fails the first semester or the second semester of a two-semester course, then semester averaging will be used. The two semesters will be added together and divided by two to obtain an averaged semester grade. Credit will be awarded for the entire year if the average of the two grades is 70 or above.

End of Course Tests and Course Credit in Grades 9-12

The following scenarios will determine credit recovery for high school courses with End of Course Exams, such as English I, English II, Algebra I, Biology I, and U.S. History:

- If a student fails the course and the End of Course test, he or she will retake the course, receive state required acceleration, and retake the End of Course test.
- If a student passes the course and fails the End of Course test, he or she will receive state required acceleration and retake the End of Course test.
- If a student fails the course and passes the End of Course test, he or she will be eligible for credit recovery through summer school or a lab class.

Senior Completion Status and Graduation

The name of any senior who is in danger of failing a class shall be removed from the eligible graduation list during the final semester of the year. Each teacher shall be responsible for notifying the appropriate office of the need to remove a student's name prior to the last week of school.

Grade Category Weights by Course

Course Name	Major-Daily	Course Name	Major-Daily
2-Dimensional Design AP	80-20	French IV AP	80-20
3-Dimensional Design AP	80-20	Geography, Honors	70-30
Algebra I,Pre-AP	70-30	German IB HL 2	80-20
Algebra 2,Pre-AP	70-30	German IB SL 1	80-20
AP Drawing	80-20	German IV AP	80-20
Geometry, Pre-AP	70-30	Government AP	70-20-10 *

Art History AP	80-20	History IB HL	70-15-15*
Art/ Film IB HL	80-20	Human Geography, AP	80-20
Art/Film IB SL	80-20	Independent Study & Research, IB	70-30
Biology, Pre-AP	60-40	Latin IB SL 1	80-20
Biology IB HL	70-30	Latin IB SL 2	80-20
Biology IB SL	70-30	Latin IV AP	80-20
Biology AP	60-40	Macroeconomics AP	70-20-10*
Calculus AB AP	80-20	Math IB 2B	80-20
Calculus BC AP	80-20	Math IB SL 1B	80-20
Capstone, AP	80-20	Math Studies IB SL	80-20
Chemistry, Pre-AP	60-40	Microeconomics AP	70-20-10*
Chemistry IB HL	70-30	Music IB HL	80-20
Chemistry IB SL	70-30	Music IB SL	80-20
Chemistry AP	60-40	Physics IB HL	70-30
Chinese IB	80-20	Physics I AP	70-30
Computer Science A, AP	80-20	Physics , Pre-AP (Odyssey)	60-40
Computer Science Principles, AP	80-20	Physics II AP	70-30
Computer Science IB	80-20	Precalculus, Pre-AP	70-30
Conceptual Physics IB	70-30	Spanish IB SL 1 & 2	80-20
English I, Pre-AP	60-40	Spanish 1 & 2 NS P/AP	70-30
English II, Pre-AP	60-40	Spanish IV AP	80-20
English III AP	70-30	Spanish V AP	80-20
English III Honors	60-40	Statistics AP	80-20
English III IB	70-30	Theory of Knowledge I	70-30
English III IB HL	70-30	Theory of Knowledge II	70-30
English IV AP	70-30	US History AP	70-15-15*
English IV IB	70-30	US History Dual Credit	80-20
English IV IB HL	70-30	US History Honors/OnRamp	70-30
Environmental Science, AP	70-30	Visual Arts IB HL	80-20
European History, AP	80-20	Visual Arts IB SL	80-20
French IB SL 1	80-20	World History AP	70-15-15*
French IB SL 2	80-20	World History Honors	70-30

HL = Higher Level IB

SL = Standard Level IB

IB = International Baccalaureate

*The daily grades for these courses are further divided into two sub-categories. Refer to the course syllabus for details.

Bryan Collegiate High School Grading Procedures

Bryan Collegiate High School is an Early College High School that provides students the opportunity to earn up to 60 college credit hours while attending high school. BCHS grading practices and procedures are designed to help students acclimate to the college courses they will be taking throughout their high school experience. The [BCHS Charter Agreement](#) allows BCHS to make changes with Board of Trustees Approval to grading policy and GPA calculation that may be different than other BISD campuses.

Minimum Number of Grades at BCHS

Since Bryan Collegiate High School does not issue grades for each six-weeks grading period, guidelines for the minimum number of grades are established below. For each semester report card grading period, the minimum number of grades to be used in calculating the semester average for each core subject and/or course is as follows:

BCHS Minimum Number of Grades

	Math	Science	Social Studies	Language Arts	All Other Courses
Daily Grades	6	6	6	6	6
Major Grades	6	6	6	6	6

Posting of Grades at BCHS

It is a campus expectation that electronic teacher gradebooks be updated on a weekly basis. All grades taken shall be recorded in the electronic grade book for grade levels K-12 within a week of being collected. However, major projects, research papers, and similar student work may take longer than a week to grade due to the nature of the grading process. Similarly, assignments collected through the ICU/late work process should be graded and recorded in the electronic gradebook within a week of being collected.

- By the end of the second six-weeks period for each semester, each teacher must have at least four daily and four major grades recorded in their electronic gradebook.
- Each major grade must be a separate grade.
- Each major grade should only count once in order to avoid penalizing students unreasonably for the same assignment.
- If grades are dropped, the remaining number of grades must meet the minimum expectations set in the table above.
- Due to school holidays, testing schedules for District Based Assessments and/or Benchmarks, and other special circumstances, deviations from this requirement will occur with administrative approval.

Maximum Homework Time Allocation at BCHS

Campuses are expected to adhere to the maximum time allocations per night and ensure that homework is aligned to the level of rigor indicated by the district curriculum and the TEKS/SE.

- Regular core and elective classes – 30 minutes maximum per class
- Pre-AP, Honors/OnRamp, Dual Credit, AP, and IB classes will require more time

High School teachers are expected to collaborate to ensure the total time allocation does not exceed 1.5 hours. Principals are expected to ensure that collaboration is occurring to ensure adherence to the time allocation.

Late Assignments/Late Work Grades at BCHS

The late assignment/late work penalties apply only to students who are in attendance, but fail to turn work in on time. All late assignments/work for both daily and major grades will be handled through the Intensive Care Unit and Critical Care Unit (ICU/CCU) process and must be submitted during the semester in which the student is enrolled in the course. Through this process, students will be able to

turn in any late assignments/work for a maximum penalty detailed below:

9th Grade Courses

There will be no penalty for daily work that is submitted late. There is a maximum 10% penalty for major grades that are submitted late.

10th Grade Courses

A maximum of 10% off will be taken for late work.

11th-12th Grade Courses

Students enrolled in junior or senior level courses will receive 10% off the first class meeting an assignment is late, 20% off the second class meeting an assignment is late, and 30% off the third class meeting an assignment is late. After the third class meeting, a late assignment will no longer be accepted and will go into the gradebook as a zero.

Dual Credit Courses

All dual credit courses are subject to Blinn College Late Work policies.

School-Sponsored Activities in Grades 9-12

Students should make every effort to gather and complete work prior to a school-sponsored absence. Time allowed for make-up work due to a school-sponsored activity should be in accordance with the make-up work for all absences. The district shall not impose a grade penalty for make-up work after an absence because of suspension.

Retest/Reassessment at BCHS

Reassessment should be offered to allow a student another chance to show mastery after he/she has failed an exam. After re-teaching occurs, the reassessment option may include a formal or informal measure deemed appropriate by the teacher/course level for evaluating the skill or concept. The teacher will make every effort to allow the student to be reassessed as soon as possible. A reassessment must be completed prior to the next exam. Students must complete a Bryan Collegiate High School Retest Prescription form in order to complete a reassessment. This form must be submitted to the teacher so that a tutorial time can be scheduled. All exam reassessments will be administered before or after school or during Saturday school.

Students in high school courses who score less than 75 will be given an opportunity to retest in order to earn up to a 75. If the reassessment is administered, the higher grade must replace the lower one with a maximum grade of 75. Students will have only one opportunity for reassessment per failing test grade. The reassessment option is not available for semester exams or District STAAR Benchmarks.

Edgenuity Semester Courses at BCHS

The grade earned for a course taken for credit recovery or advancement through Edgenuity must consist of at least 70% Edgenuity course work. Assignments from outside the Edgenuity program may constitute a maximum of 30% of the course grade where no single external assignment counts for more than 20% of the final average. The final course grade will be submitted by the Edgenuity course teacher and posted on the transcript by the campus designee.

Calculating Progress Reports & Report Card Grades at BCHS

The following percentages apply for progress report and report card grade calculation:

	On-Level Courses	Academic Courses (Honors/OnRamps, Pre-AP, Pre-IB)	Advanced Courses* (AP and IB)
Daily Grades	40%	30%	20%
Major Grades	60%	70%	80%

*For specific course information at Bryan Collegiate, please see the chart below labeled "BCHS Grade Category Weights by Course". The course weights at BCHS are designed to prepare students for their dual credit courses at Blinn College that provide very few daily grades and put significant value on major grades.

The district will report progress to parents as numerical scores. Numerical grades will be reported on a scale of 0 to 100 with 70 as the passing standard.

BCHS Grade Category Weights by Course

Course(s)	Major/Daily
AP Physics I, AP World History	80/20
PAP English I, PAP English II, English III Honors	70/30
PAP Algebra I, PAP Geometry, PAP Algebra II	70/30
PAP Biology, PAP Chemistry	70/30
PAP World Geography	70/30
Spanish I, PAP Spanish II, PAP NS Spanish I, PAP NS Spanish II	70/30
AVID I - IV	70/30
Technology Applications, Robotics	70/30
Reading I - III	60/40
DC Math Lab, DC Science Lab, DC History Lab	60/40
Strategic Learning for High School Mathematics	60/40
Practical Writing	60/40

Calculating Course Averages Grades at BCHS

In order to help facilitate a college going culture at Bryan Collegiate, and to help students adjust to earning semester grades as a college student, Bryan Collegiate only issues report cards at the end of each long semester (in December and May). In lieu of report cards each six weeks, Bryan Collegiate issues interim progress reports (IPR's) every three weeks to help parents and students know how a student is performing in a particular course. Please note that Blinn course grades are not reported to Bryan Collegiate until the end of the semester.

The semester grade high school work for which a Carnegie Unit of credit is earned shall be calculated from the grades earned throughout the semester and using the appropriate Category Weights by Course.

When a student fails the first semester or the second semester of a two-semester course, then semester averaging will be used. The two semesters will be added together and divided by two to obtain an averaged semester grade. Credit will be awarded for the entire year if the average of the two grades is 70 or above.

End of Course Tests and Course Credit at BCHS

The following scenarios will determine credit recovery for high school courses with End of Course Exams, such as English I, English II, Algebra I, Biology I, and U.S. History:

- If a student fails the course and the End of Course test, he or she will retake the course, receive state required acceleration, and retake the End of Course test.
- If a student passes the course and fails the End of Course test, he or she will receive state required acceleration and retake the End of Course test.
- If a student fails the course and passes the End of Course test, he or she will be eligible for credit recovery through summer school or a lab class.

BCHS GPA Calculation

BCHS GPA calculation will be identical to BHS and RHS with the exception of dual credit courses. All dual credit courses calculate as the same weight as AP courses. Current policy only allows dual credit English 1301/1302, US History 1301/1302, Government and Economics to be given weight. This dual credit weight will only apply for students while at Bryan Collegiate Collegiate High School. If a student leaves Bryan Collegiate their GPA will be calculated the same as all BHS and RHS students.