



Coahoma ISD Grading Guidelines

District Guidelines:

- All numeric grades must be recorded in the grade book on a scale from 0-100.
- Final numeric grade averages per grading period will range from 50 – 100; no grades of 69 will be recorded. No final grade above a 100 will be recorded; no final grade below a 50 will be recorded.
- Campus guidelines shall ensure that grading reflects a student’s mastery of the assignment.
- A sufficient number of grades are required to support the grade average assigned.
- Grading practices must be in writing and communicated to students and parents for each class at least once per year (i.e., Student Handbook, etc.).
- No academic extra credit may be given for bringing supplies, canned goods, or other items not associated with course and curricular objectives.
- No single assignment or assessment grade shall count for more than 25% of the total average; and no two assignments or assessment grades shall count for more than 50% of the total average, regardless of the grade category.
- Any grade below a 70 is considered failing, and the student will have a reasonable and fair opportunity to be retaught and to redo the assessment up to a 70 to further develop the student’s understanding of the concept.
- Academic dishonesty may be grounds for an automatic zero on that assignment.

Elementary Guidelines:

- For grades K-1, daily work and major grades will have equal weight and progress/report cards will be standards based.
- For grades 2-5, daily work and major grades will have equal weight and progress/report cards will be numerically based.
- Students in grades 2-5 should have a minimum of twelve (12) grades per nine-weeks grading period.

Secondary Guidelines:

- Grades are based on 40% daily work (formative assessment) and 60% major assignments/projects/exams (summative assessments).
- Students in grades 6-12 should have a minimum of two (2) grades per week; students should have fifteen (15) total grades with at least four (4) major (summative) grades per nine-weeks grading period.
- Final semester grade will be based on:

	HS	JH
o First nine week average	45%	45%
o Second nine week average	45%	45%
o Semester Exam	10%	10%

- Full year course grades will be calculated by averaging semester 1 and semester 2 grades.
- (HS) No grade points will be recorded for classes in which the grade is less than 70, or in which a student fails to gain credit due to excessive unexcused absences.
- (HS) Grade point averages for a student shall be computed by adding the total number of grade points earned and dividing by the total number of courses attempted.

Incomplete Grade Guidelines:

- A grade of incomplete should be given to a student for a grading period only if:
 - The student had excused or school absences during the final days of the grading period and still had allowable days (1 per each day of absence) in which to complete make-up work, or
 - The student had excused absences which extended beyond the end of the grading period and had not yet returned to school when the grading period ended.
- A grade of incomplete should not be given to a student for any grading period if the student has simply failed to complete work.
- Late work may be accepted based on classroom grading procedures during the grading period; however, a grading period may only be extended (inc. grade assigned) because of illness or school related absences.

Make-Up Work Guidelines:

- A student will be given one day for each day absent to make-up missed work assigned during their absence.
- Students should not be required to take a quiz/test on the day they return to school if the quiz/test was announced during the student's absence.