

Mark Sheridan Grading Policy

School-Wide Grading Scale

Grade Code	Meaning	Scale
A	Substantially exceeds the standard	100-90%
B	Exceeds the standard	89-80%
C	Meets the standard	79-70%
D	Below the standard	69-60%
F	Does not meet the standard	59% and under

Primary & Intermediate Grading Categories

1-2	3-4	
Unit Assessments 30% Quizzes 20% Classwork 50%	All other core subjects: Formative Assessments 20% Summative Assessments 40% Classwork 40%	Writing: 30% - Classwork 25% - Grammar Assessment 15% - Spelling Assessment 30% - Writing Tasks

Middle School Grading Categories

5-6 ELA	5-6 Math	5-6 Social Studies	5-6 Science
Summative Assessment 40%	Summative Assessment 40%	Summative Assessment 30%	Summative Assessment 30%
Formative Assessment 40%	Formative Assessment 30%	Formative Assessment 50%	Formative Assessment 20%
Foundational Skills 20%	Classwork 30%	Foundational Skills 20%	Classwork 50%

Junior High Grading Categories

7-8 ELA	7-8 Math	7-8 Social Studies	7-8 Science
Summative Assessment 40%	Summative Assessment 45%	Summative Assessment 30%	Summative Assessment 30%
Formative Assessment 40%	Formative Assessment 35%	Formative Assessment 50%	Formative Assessment 20%
Foundational Skills 20%	Independent Work 10%	Foundational Skills 20%	Classwork 50%

Holistic Grading Categories

Science Lab	Health	PE	Library	Music	Technology
Assessments:40%	Assessments:40%	Assessments:40%	Assessments:40%	Assessments:40%	Assessment: 40%
Classwork: 60%	Classwork: 60%	Classwork: 60%	Classwork: 60%	Classwork: 60%	Classwork: 60%

Grading Procedures & Expectations:

Teacher's Responsibilities

- The teacher must input a minimum of **one grade** per week per subject, 10 grades per quarter for each of the core subjects (reading, math, science, social studies, and writing) and a minimum of 4 speaking and listening grades per quarter.
- The teacher will input final grades on or before the published deadline on a quarterly basis.
- Teachers will communicate with parents when/if students are not consistently mastering standards.
- If a student's grade is below 70% at the time of progress report posting, the teacher should inform the parents and implement an intervention cycle and reach out to the MTSS team member for support if needed.
 - Teachers will communicate the intervention plan to parents in a timely manner
- Provide reteaching and review sessions for students who have a grade of 69% or lower.
- Any assignments given the last week of the quarter will not be graded or entered into Aspen until the following quarter.
- Teachers will adhere to the [English Language Learners grading protocol](#).
- Teachers must adhere to the modified grading scale for students with 504 or IEP plans.
- All assignments should be written into lesson plans and communicated to students.

- Teachers in grades 4-8 must provide time at the end of each class for students to write their assignments into their planner.
- All teachers must communicate the purpose of homework assignments as a way to provide practice, reinforcement, or enrichment of concepts taught in class.
- For transfer students (out of district), teachers will enter grades according to the work produced by the student upon enrollment and mark any assignments prior to enrollment as “exc” in Aspen.

Missing and Make-up Work:

- Missing work goes into Aspen as “msg” (which counts as a zero) for clear communication with parents.
- Missing assignments will be accepted until 5 days prior to the end of the quarter.
- Any missing assignments that are still missing after that date will receive an entry of no less than 1/2credit.

Student’s Responsibilities:

- Put your best effort into your assignments.
- Know your school's grading policy and classroom expectations for grading.
- If absent, check Google Classroom and/or meet with your teacher to obtain missed instruction and missed assignments.
- Be informed of your classroom policy on retakes and missing assignment completion.
- Students who have a grade below 70% should reach out to their teacher to discuss opportunities for review, retakes, and/or extra credit.

Additional Responsibilities/Information:

- Transfer students:
 - Administration will determine if grades (from district schools) transfer in ASPEN
- Hospitalized Students:
 - Assignments will be provided by the teacher for HH students
 - Case Manager and/or School-Based Counselor will collect assignments for HH students and collaborate with staff who are providing academic support for HH student
- [CPS Grade Change Policy](#)