

# WJMS Grading Policy

The focus of grading is measuring student mastery of the learning standards for a given subject or content. There are three components to the gradebook in each class: Assessment (55% of the overall grade), Content Progress (30% of the overall grade), and Work Habits (15% of the overall grade). The Assessment and Content Progress components are a measurement of knowledge, understanding and skill in the subject area. This may include classwork, tests, final papers, projects among others. The Work Habits component measures effort, work completion, participation and other non-academic areas.

## Late Work

All work is expected to be turned in during the class period that it is due. All teachers accept late work that is **instructionally current** and within the current grading term. A deduction in a score for late work will be reflected in the Work Habits category. A student who wants to make up missing assignments at the end of the trimester may not be able to make up assignments from early in the trimester if they are not instructionally current.

## Redo Policy

Students have the option of redoing a test/ project/assignment if they have not demonstrated mastery. However there are parameters that must be followed in order to redo the test/project/assignment.

1. Work Habits grades may not be redone. Content Progress grades may be redone unless it is an in-class assignment due at the end of the period. (This will be clearly marked as such in the gradebook). Assessment grades may be redone.
2. Students have 2 weeks to turn in or redo an assignment or assessment. The two week time period begins the day that the score is entered in the gradebook for the class. Teachers will enter the redo deadline date in the gradebook under comments. (e.g. – if a student turns in an assignment 1 week after the grade is entered for the class, they will only have 1 week remaining to redo the assignment.)
3. In order to redo an assignment, project or test, the student must have all homework/assignments relevant to that assignment/project/test turned in. (e.g. – in order to redo a test on Unit 3 Ratios, all homework/assignments in Unit 3 must be turned in.)
4. Students have the option of redoing an assignment/project/test if they receive a score less than 90%. However, the final score of the redo will not be higher than 90%.
5. A re-teaching session must be done with the teacher. The teacher will inform students of the date and times for re-teaching. The re-teaching session may be long or short depending on the instructional needs.
6. The redo will not be the same test as the first and is often more extensive the second time to ensure that a student has mastered the material.
7. Test/project/assignments may not be redone once the trimester has ended.

## Student Responsibilities

Students must make school work a high priority. They should attend help sessions, after school labs, give their best effort the first time, study, and prepare for each day of school. However not everyone masters concepts the first time which is why we provide the opportunity to redo test/project/assignments if needed. Students and parents/guardians should monitor grades and progress through the Parent/Student Portal to ensure that assignments are turned in and low scores are being redone for mastery. Once the two week deadline (from when the grade is entered in the gradebook) has passed, students will not have the opportunity to redo tests/projects/assignments or turn in missing work so it is essential to keep track of schoolwork. As always, we understand that family and health issues arise so please contact the classroom teacher with any extenuating circumstances.

Communication between students, parent/guardians, and teachers is crucial to student success. Please contact classroom teachers with any questions or concerns and we will work together to ensure a quality learning environment.