

**Westwood High School  
2017-2018 School Year  
Advertising - Grading Policy/Jeff Siler**

**Key Points to Remember from Board Policy:**

- **All grading guidelines, including requirements for homework, late-work, and redo/retest opportunities, shall be consistent by grade or course in each school, and when possible or appropriate, district wide.**
- **The grading guidelines for each course, including the retake/redo procedures, shall be provided to students and parents at the beginning of every school year (after approved by Superintendent or designee).**
- **Unless recommended by the Superintendent and approved by the Board, individual campuses shall not implement unique grading systems that differ greatly from other district schools of the same level.**
- **A teacher shall request a conference with a student's parents at the end of each progress reporting period if the student's grade falls below 70. In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.**

Topic	Board Policy and/or Student Handbook Notes	WHS < Advertising > Policy
<b>Redo/Retake</b>	Consistent with campus grading guidelines, a classroom teacher shall provide students a reasonable and fair opportunity to retake or redo failing work according to the guidelines developed for their campus course/grade level.	<b>Retake One exam per 6 weeks for a 70</b>
<b>Grade Percentages</b>	No single assignment/assessment grade will count more than 30 percent. No two assignments/assessment grades will count more than 50 percent of the total average regardless of the grade category. Major projects may comprise more than one assignment.	<b>Tests (Exam) - 30%</b> <b>Project - 30%</b> <b>Daily/Participation (Includes several grades) - 40%</b>
<b>Late-work Policy</b>	Each day it is late.	<b>Student will have only 5 calendar days to make up a late assignment and 10 points will be counted off for the late work each block day it is late.</b>
<b>Homework Requirements</b>	Shall be consistent by grade or course in each school, and when possible or appropriate, district wide.	<b>No homework with the exception of finishing a project that cannot be completed on date due according to rubric.</b>

<b>Academic Integrity</b>	<i>Reference: WHS Academic Integrity Policy</i> Determination based on judgment of teacher or other supervising professional employee, taking into consideration written materials, observation, or information from students.	<b>See school policy</b>
<b>Make-up Policy</b>	<b>Parent-Student Handbook:</b> Students who miss a class due to illness or any other approved absence generally have one class day for each day missed to make up work. Previously assigned work for which they have had adequate notice and time to complete, even with the absence, should be handed in on time unless the delay is approved by the teacher. Any test missed due to absence will be made up immediately upon return or at the earliest possible day at the teacher's discretion.	<b>See school policy</b>
<b>Other Course/Subject Specific Policies</b>	Shall be consistent by grade or course in each school, and when possible or appropriate, district wide.	