



Book	Policies and Regulations
Section	Section I - Instruction
Title	Grading
Code	IGR
Status	Active
Adopted	August 25, 2015
Last Revised	August 10, 2021

Manassas City Public Schools recognizes the importance of providing students and parents with frequent communications regarding student achievement through scheduled reports of progress combined with parent-teacher conferences.

Manassas City Public Schools is committed to effective grading practices and providing parents and students with reports of progress in the following ways:

1. Student achievement will be measured by objective performance standards.
2. The school system will seek consistency in grading and reporting.
3. School staff will take particular care to explain the meaning of grades and symbols to parents and students.

GRADING POLICY

THIS POLICY APPLIES TO FINAL GRADES FOR YEARLONG, FIRST SEMESTER, AND SECOND SEMESTER COURSES DURING THE SCHOOL YEAR.

FINAL COURSE GRADE – GRADES KG THROUGH 2ND GRADE

Kindergarten, First, and Second Grades: Core Subjects and Encore Subjects

MARK	ACHIEVEMENT IN SUBJECT
S+	<ul style="list-style-type: none"> • outstanding achievement and consistently meets and sustains mastery of the standards • majority of work is accurate and correct, performance is consistent, and work is always complete • quality of the work meets all and/or exceeds requirements of the subject area standards
S	

	<ul style="list-style-type: none"> • student has demonstrated the skills and knowledge stated in many of the standards being taught • most of the student's work is accurate and correct, but the performance is not consistent and may be incomplete • quality of the work is appropriate and satisfies most of the requirements of the standards
S-	<ul style="list-style-type: none"> • inconsistently meets standards • frequently falls below the average level of achievement • needs teacher support and can meet some objectives with more time and assistance
N	<ul style="list-style-type: none"> • most standards are not being met, even when teacher support or extra time to learn are given
<u>U</u>	<p>rgy. none of the standards are being met, even when teacher support or extra time to learn are given</p> <p>rgy. performance is below grade level</p>

FINAL COURSE GRADE – GRADES KG THROUGH 2ND GRADE (CONTINUED)

MARK	CLASSROOM CONDUCT
S+	<ul style="list-style-type: none"> • assumes responsibility for behavior and assignments are self-directed • always works well with others and consistently completes assignments on-time or early • very cooperative with the teacher and consistently exhibits his/her best effort in class • always follows classroom expectations/rules
S	<p>- on-task most of the time</p> <ul style="list-style-type: none"> • assumes responsibility for behavior • occasionally requires individual attention and support • works well with others most of the time and hands-in assignments when due most of the time • follows classroom expectations/rules most of the time.
S-	<ul style="list-style-type: none"> • on-task but occasionally requires prompting by teacher • struggles with taking responsibility for behavior

	<ul style="list-style-type: none"> • requires individual attention and support a majority of the time • struggles to follow classroom expectations/rules most of the time
N	<ul style="list-style-type: none"> • requires individual attention to: <ul style="list-style-type: none"> ◦ remain on-task and maintain acceptable behaviors ◦ take responsibility for behavior ◦ follow classroom expectations/rules
U	<ul style="list-style-type: none"> • receives support and individual attention but is not: <ul style="list-style-type: none"> • remaining on-task and maintaining acceptable behaviors • taking responsibility for behavior • following classroom expectations/rules

Other Marks and Footnotes:

* Using an adjusted curriculum. In order to meet the student's needs, objectives taught are above or below the student's current grade level.

NG No grade. Has not been enrolled for 50% of the grading period or of the school year.

AGL Student is reading at an instructional reading level that is ABOVE grade level according to relevant assessments.

OGL Student is reading at an instructional reading level that is ON grade level according to relevant assessments.

BGL Student is reading at an instructional reading level that is BELOW grade level according to relevant assessments.

FINAL FIRST, SECOND, THIRD AND FOURTH QUARTER COURSE GRADES— GRADES 3 THROUGH 12:

The following requirements apply to assignments, assessments, and final grades earned during each of the four quarters.

- Students may reattempt any assignment and/or assessment grade.
 - Teachers will give students full credit earned on all reattempts and will use the greater of the two scores to calculate a quarter grade. Students must submit all reattempts prior to the end of the quarter.
- Students will earn full credit for any assignment/assessment as long as it is completed and submitted to the teacher prior to the end of the quarter that it was assigned.
- Students who make a reasonable attempt to complete an assignment/assessment will not receive a grade no lower than 55 percent
 - Students who do not make a reasonable attempt or do not attempt to complete an assignment/assessment will receive a minimum grade of 50%.
- A school's department or grade level team may modify the weighted formula for calculating final grades for each quarter within the ranges provided below. The final weights must add up to 100%.

- 25-50% = Major Assessments/Assignments: Grades that are summative in nature – (i.e., unit assessments, chapter tests, spelling/vocabulary tests, reports, projects, portfolios, student exhibits, lab projects, oral presentations, final drafts of compositions, etc.) Minimum of at least two summative grades per quarter are required.

- 10-50% = Quizzes

- 10-50% = Classwork/Homework
 - If a department or grade level team modifies its weighted percentages, each department or grade level subject will implement the same weights consistently throughout each class.

A student in a high school credit-bearing course may choose to take a pass or fail final grade in lieu of a final course percentage grade. If a student chooses this option, the student or parent must contact the teacher by May 15. If a student elects to take a course pass or fail, the pass or fail grade will not be calculated into the students cumulative GPA.

The principal is responsible for implementing and monitoring this policy.