

**KILLEEN INDEPENDENT SCHOOL DISTRICT  
ELEMENTARY SCHOOL GRADING PRACTICES**

1. Teachers should have a sufficient quantity and variety of assessments during the grading period to accurately reflect academic achievement.
  - Elementary teachers (grades 1-5) will record a **minimum of seven formative grades and three summative grades** per 9-week grading period for math, science, and social studies.
  - Elementary teachers (grades 1-5) will record a **minimum of eight formative grades and four summative grades** per 9-week grading period for Language Arts. There shall be an equal number of grades between Reading and Written/Oral Communication, so that one subject is not weighted unfairly.
2. Grades shall be posted/recorded in a timely manner no later than 5 instructional days from the date received with exception given for projects.
3. Grades shall be based on individual student mastery of state standards (Texas Essential Knowledge and Skills) and the district curriculum. Grades should reflect a student's academic achievement for the grading period, semester, or course. Each assignment shall carry a grade weight of not more than 1.0.
4. Grades must reflect accommodations and instructional modifications as specified by appropriate campus committees, such as Admission, Review, and Dismissal (ARD); Section 504 Plan; Language Proficiency Assessment Committee (LPAC); etc.
5. Grades of "0" assigned for work not completed (other than those due to absences) may be changed upon the completion and submission of such assignments by the student. The teacher will have discretion over the grades assigned within the parameters of the campus or department grading procedures.
6. A student shall be permitted one opportunity to redo any assignment or retake any test for which the student received a failing grade. The student or parent must request the additional opportunity within 10 days of the grade being posted in the grade book. Campuses may determine additional and more specific criteria.
7. A student with an absence(s) shall be permitted to complete make-up assignments. Work assigned prior to the student's absence shall be turned in or completed on the day the student returns to school. Work assigned during the absence shall be completed within 5 school days of returning to school from the absence. Students are responsible for obtaining and completing the make-up work in a satisfactory manner. Students shall receive credit for satisfactory make-up work.
8. Nine-week grades are determined by the following percentages:

<u>Assignment Type</u>	<u>Percentage</u>
Formative	45%
Summative	55%

## **Definitions**

**Formative:** an assessment **for** learning that occurs during the learning process and provides information to both teachers and students and enables them to make adjustments to increase learning. Formative assessments that might be used for grading purposes include homework, daily work, performance assessments, quizzes, labs, draft essays, or compositions.

**Summative:** an assessment **of** learning that occurs after instruction to determine what students know, understand, and can do at one point in time. Summative assessments that might be used for grades include end-of-unit assessments, major projects or products, 9-week exams, final essays, or compositions.

9. Reading and Written/Oral Communication grades will be combined for the Language Arts (LA) average. These subjects will be weighted.
  - **1<sup>st</sup> and 2<sup>nd</sup> grades:** Reading grade = 75% of LA average  
Written/Oral Communication = 25% of LA average  
Of this 25%, the spelling grade will account for 5%
  - **3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> grades:** Reading grade = 50% of LA average  
Written/Oral Communication = 50% of LA average  
Of this 50%, the spelling grade will account for 5%
10. Semester averages are obtained by averaging the two nine-week grading periods. Yearly averages are calculated by averaging the first and second semester averages. Promotion is based on the yearly averages.

Further guidance on elementary grading practices is found in the [Elementary Grading Handbook](#) located on the Elementary Learning Services website.

[Board Policy EIA \(Local\): Academic Achievement – Grading/Progress Reports to Parents](#)

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