

**Taylor County District School Board  
Office of the Superintendent  
Agenda Item for School Board Approval**

Date Submitted 07/24/2024 Board Meeting Date 08/06/2024

Date agenda item is due in the Superintendent's Office 07/26/2024

Person submitting the item: Jill Rudd

Name of document placed on agenda: 2024-2025 Grading Protocols

Summary description regarding this action item:

Please review the grading protocols for the 2024-2025 SY

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APPROVED

AUG 06 2024

By Taylor County  
School Board

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Signatures Required

Yes  No

Reviewed by:

Director of Finance \_\_\_\_\_

The action described above is provided for and is consistent with relevant contract and grant provisions and the Board approved budget as amended.

Director of Personnel \_\_\_\_\_

The action described above is provided for and is consistent with the Board approved staffing plan and collective bargaining agreements.

Director of Instruction Jill Rudd

The action described above is provided for and is consistent with relevant Federal programs and the Board approved School Improvement, Instructional and Curriculum Plans.

Superintendent \_\_\_\_\_



# Taylor County School District

Working Together to Increase Student Learning

## Grading Protocols 2024-2025

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850-838-2500

Alicia Beshears,  
Superintendent

**School Board Members**

Brenda Carlton  
Deidra Dunnell  
Bonnie Sue Agner  
Danny Lundy  
Jeannie Mathis

APPROVED

AUG 06 2024

By Taylor County  
School Board

## Taylor Grading Protocols 2024-2025

### Kindergarten

Grade Level	Subject Area	Numerical or Letter on Report Card	Weighting between Test and Daily Grades	Minimum number of Grades required per nine weeks/per Category
Kindergarten	ELA	Both	<p>60% assessments 40% classwork</p> <p>50% Assessments 40% Quizzes (vocabulary) 10% Classwork</p>	<p>Assessment: (9+) progress monitoring (cold reads), selection assessment, quizzes</p> <p>Classwork to include Spelling/Sight Word: (9+) spelling, sight word, writing</p>
Kindergarten	Math	Both	<p>60% Assessments 40% Classwork</p> <p>50% Assessments 40% Quizzes (vocabulary) 10% Classwork</p>	<p>5+ Assessments Classwork: Drills</p>
Kindergarten	Science	S, N, U	Participation	Embedded in math and reading curriculum.
Kindergarten	Social Studies	S, N, U	Participation	Embedded in math and reading curriculum.
Kindergarten	Other PE Wheel	S, N, U	Participation	

## Taylor Grading Protocols 2024-2025

### First Grade

Grade Level	Subject Area	Numerical or Letter on Report Card	Weighting between Test and Daily Grades	Minimum number of Grades required per nine weeks/per category
1st	ELA	Both	<del>60% Assessments</del> <del>40% Classroomwork</del> 50% Assessments 40% Quizzes (vocabulary) 10% Classroomwork	Assessment: (9+) progress monitoring (cold reads), selection assessment, quizzes Classroom: Spelling/Sight Word: (9+) spelling, sight word, writing
1st	Math	Both	<del>60% Assessments-</del> <del>40% Classroomwork</del> 50% Assessments 40% Quizzes (vocabulary) 10% Classroomwork	5+ Assessments Classroom: Fact Drills
1st	Science	S, N, U	Participation	Embedded in math and reading curriculum.
1st	Social Studies	S, N, U	Participation	Embedded in math and reading curriculum.
1st	Other PE Wheel	S, N, U	Participation	

## Taylor Grading Protocols 2024-2025

### Second Grade

Subject Area	Numerical or Letter on Report Card	Weighting between Test and Daily Grades	Minimum number of Grades required per nine weeks/per category
ELA	Both	60% Assessments- 40% Classroom 50% Assessments 40% Quizzes (vocabulary) 10% Classroom	Assessment: (9+) progress monitoring (cold reads), quizzes, selection assessment Classwork: Spelling/Sight Word: (9+) spelling, sight word, writing
Math	Both	60% Assessments- 40% Classroom 50% Assessments 40% Quizzes (vocabulary) 10% Classroom	5+ Assessments Classwork: Fact Drills
Science	S, N, U	Participation	Embedded in math and reading curriculum.
Social Studies	S, N, U	Participation	Embedded in math and reading curriculum.
Other PE Whee	S, N, U	Participation	

## Taylor Grading Protocols 2024-2025

### Third Grade

Grade Level	Subject Area	Numerical or Letter on Report Card	Weighting between Test and Daily Grades	Minimum number of Grades required per nine weeks/per category
3 <sup>rd</sup>	Math	Both	60 % Assessments: Chapter or skills tests, Quizzes, Mid-Chapter and Checkpoint 40% Assignments Classwork, Computation, Homework, and Fluency Drill	Minimum of 3 in the assessment category Minimum of 9 in Assignment Category *Minimum of 3 must be in the Fluency Category
3 <sup>rd</sup>	Reading / ELA	Both	60% assessments: Weekly Assessment and Unit Assessments 40% Assignments Classwork, Homework, Writing, Spelling, and Grammar *Assessments in Writing, Spelling, and Grammar must be in the Assignment Category	Minimum of 9 in Assignment Category
3 <sup>rd</sup>	Science	Both	60% Assessments 40% Assignments Classwork, Homework, and Labs	Minimum of 2 in the assessment category Minimum of 2 in the lab category Minimum of 6 in the Assignment Category
3 <sup>rd</sup>	Social Studies	Both	60% Assessment 40% assignments	Minimum of 2 in the assessment category Minimum of 4 in the assignment category
3 <sup>rd</sup>	Other PE Wheel	S, N, U	Participation	

## Taylor Grading Protocols 2024-2025

### Fourth Grade

Grade Level	Subject Area	Numerical or Letter on Report Card	Weighting between Test and Daily Grades	Minimum number of Grades required per nine weeks/per category
4 <sup>th</sup>	Math	Both	60 % Assessments: Chapter or skills tests, Quizzes, Mid-Chapter and Checkpoint 40% Assignments Classwork, Computation, Homework, and Fluency Drill	Minimum of 3 in the assessment category- Minimum of 9 in Assignment Category *Minimum of 3 must be in the Fluency Category
4 <sup>th</sup>	Reading/ ELA	Both	60% assessments Weekly Assessment and Unit Assessments 40% Assignments Classwork, Homework, Writing, Spelling, and Grammar *Assessments in Writing, Spelling, and Grammar must be in the Assignment Category	Minimum of 3 in the assessments category Minimum of 9 in Assignment Category
4 <sup>th</sup>	Science	Both	60% Assessments 40% Assignments Classwork, Homework, and Labs	Minimum of 2 in the assessment category Minimum of 2 in the lab category Minimum of 6 in the Assignment Category
4 <sup>th</sup>	Social Studies	Both	60% Assessments 40% Assignments	Minimum of 2 in the assessment category Minimum of 4 in the assignment category
4 <sup>th</sup>	Other PE, Wheel	S, N, U	Participation	

## Taylor Grading Protocols 2024-2025

### Fifth Grade

Grade Level	Subject Area	Numerical or Letter on Report Card	Weighting between Test and Daily Grades	Minimum number of Grades required per nine weeks/per category
5 <sup>th</sup>	Math	Both	60 % Assessments: Chapter or skills tests, Quizzes, Mid-Chapter and Checkpoint 40% Assignment, Classwork, Computation, Homework, and Fluency Drill	Minimum of 3 in the assessment category Minimum of 9 in Assignment Category *Minimum of 3 must be in the Fluency Category
5 <sup>th</sup>	Reading / ELA	Both	60% Assessments: Weekly Assessment and Unit Assessments 40% Assignments Classwork, Homework, Writing, Spelling, and Grammar *Assessments in Writing, Spelling, and Grammar must be in the Assignment Category	Minimum of 3 in the assessments category Minimum of 9 in Assignment Category
5 <sup>th</sup>	Science	Both	60% Assessments 40% Assignments Classwork, Homework, and Labs	Minimum of 2 in the assessment category Minimum of 2 in the lab category Minimum of 6 in the Assignment Category
5 <sup>th</sup>	Social Studies	Both	60% Assessments 40% Assignments	Minimum of 2 in the assessment category Minimum of 4 in the assignment category
5 <sup>th</sup>	Other PE Wheel	S, N, U	Participation	



## Taylor Grading Protocols 2024-2025

Grade Level	Homework Expectations	Zeroes in Grade Book	Make-Up Work Procedures	Re-teaching Plan and Grading for Failing Students
<u>Kindergarten</u>	<p>Homework is not graded, but it is expected to be completed.</p> <p><b>Homework will consist of:</b>                      Sight words                      Read aloud w/parent log                      Spelling                      Math practice</p>	The only zero in a grade book would be an earned grade.	Students have 2 days, or each day missed to make up work.	<p>Reteaching daily during small group instruction using data and teacher observation of iii. Tier 3 instruction for students who continue to struggle in iii. All students are held accountable to the same grading standards as set forth by the Pupil Progression Plan.</p> <p>For failing assessment grades: (59 and below): After reteaching, assess same standards with different assessment.</p>
<u>First Grade</u>	<p>Homework is not graded, but it is expected to be completed.</p> <p><b>Homework will consist of:</b>                      Sight words                      Read aloud w/parent log                      Spelling                      Math practice</p>	The only zero in a grade book would be an earned grade.	Students have 2 days, or each day missed to make up work.	<p>Reteaching daily during small group instruction using data and teacher observation of iii. Tier 3 instruction for students who continue to struggle in iii. All students are held accountable to the same grading standards as set forth by the Pupil Progression Plan.</p> <p>For failing assessment grades: (59 and below): After reteaching, assess same standards with different assessment</p>

Taylor Grading Protocols 2024-2025

Grade Level	Homework Expectations	Zeroes in Grade Book	Make-Up Work Procedures	Re-teaching Plan and Grading for Failing Students
<u>Second Grade</u>	<p>Homework is not graded, but it is expected to be completed.</p> <p><b>Homework will consist of:</b></p> <ul style="list-style-type: none"> <li>Sight words</li> <li>Read aloud w/parent log</li> <li>Spelling</li> <li>Math practice</li> </ul>	<p>The only zero in a grade book would be an earned grade.</p>	<p>Students have 2 days, or each day missed to make up work.</p>	<p>Reteaching daily during small group instruction using data and teacher observation of iii. Tier 3 instruction for students who continue to struggle in iii. All students are held accountable to the same grading standards as set forth by the Pupil Progression Plan.</p> <p>For failing assessment grades: (59 and below): After reteaching, assess same standards with different assessment.</p>
<u>Third Grade</u>	<p>Weekly homework—Assigned on Monday due back on Friday</p> <ul style="list-style-type: none"> <li>• Reading</li> <li>• Spelling</li> <li>• Math</li> <li>• Science as needed</li> </ul>	<p>Grades earned are entered into the grade book.</p>	<p>Students returning to school after an excused absence have a time period equal to the number of days excused or a minimum of five (5) days, whichever is greater, to make up missed work.</p>	<p>Reteaching daily during small group instruction using data and teacher observation of iii. Tier 3 instruction for students who continue to struggle in iii. All students are held accountable to the same grading standards as set forth by the Pupil Progression Plan.</p>

## Taylor Grading Protocols 2024-2025

<b>Grade Level</b>	<b>Homework Expectations</b>	<b>Zeros in Grade Book</b>	<b>Make-Up Work Procedures</b>	<b>Re-teaching Plan and Grading for Failing Students</b>
<b><u>Fourth Grade</u></b>	Weekly homework <ul style="list-style-type: none"> <li>• Reading</li> <li>• Spelling</li> <li>• Math</li> <li>• Science as needed</li> </ul>	Grades earned are entered into the grade book.	Students returning to school after an excused absence have a time period equal to the number of days excused or a minimum of five (5) days, whichever is greater, to make up missed work.	Reteaching daily during small group instruction using data and teacher observation of iii. Tier 3 instruction for students who continue to struggle in iii. All students are held accountable to the same grading standards as set forth by the Pupil Progression Plan

Taylor Grading Protocols 2024-2025

Grade Level	Homework Expectations	Zeroes in Grade Book	Make-Up Work Procedures	Re-teaching Plan and Grading for Failing Students
Fifth Grade	<p>Weekly homework</p> <ul style="list-style-type: none"> <li>• Reading</li> <li>• Spelling</li> <li>• Math</li> <li>• Science as needed</li> </ul>	<p>Grades earned are entered into the grade book.</p>	<p>Students returning to school after an excused absence have a time period equal to the number of days excused or a minimum of five (5) days, whichever is greater, to make up missed work.</p> <p>Students need the make-up work completed before the last day of the nine weeks.</p>	<p>Reteaching daily during small group instruction using data and teacher observation of iii. Tier 3 instruction for students who continue to struggle in iii. All students are held accountable to the same grading standards as set forth by the Pupil Progression Plan</p>

## **Middle and High School Grading Protocols**

### **Grade books**

Grade books should reflect an accurate documentation of student assessment and attendance. For students to demonstrate knowledge and understanding of concepts being taught every teacher will have at minimum of 4 graded summative assessments per grading period, and at least 8 graded formative assignments with at least 1 completed prior to each summative assessment. Adequate assessment means that for each course, a minimum of 12 grades should be taken for the grade book each 9 weeks.

### **Posting Grades**

All grades should be updated and posted in FOCUS bi-weekly.

### **Midterm reports**

Midterm reports will be distributed on the days designated during the nine weeks grading period. Midterm reports will go out to all students. These reports are created using the electronic grade book.

### **Semester exam exemptions for high school students:**

Student average daily attendance rate of 94% or better for the entire semester (excused or unexcused absences). Absences due to school functions will not count against the student's average daily attendance or prohibit them from being exempt from exams.

1. Average of 90 or above for both the first and second nine weeks for First Semester Exams
2. Average of 90 or above for both the third and fourth nine weeks for Second Semester Exams

### **Grading Policy**

Every teacher should be familiar with and adhere to grading rules and regulations as outlined in the Student Progression Plan.

### **Grading Standards**

<b>Grade</b>	<b>Scale</b>	<b>Point Value</b>
A	90-100	4
B	80-89	3
C	70-79	2
D	60-69	1
F	0-59	0

### **Incomplete Grades**

Students that have been unable to complete course work by the end of a 9-weeks, will be given an I for that grading period. Incomplete grades will only be given when appropriate documentation is provided to the school and has been approved.

### **Weighted Category**

Teachers have a uniform standard for the weighted categories in a grade book. The categories are summative and formative. The total value of all summative assessments will be 60% of the final grade, for formative assignments, 40% of the total grade.

<b>Summative Assessments:</b>	60%
<b>Formative Assignments:</b>	40%

### **Description of Formative Assignments and Summative Assessments**

**Formative assignments are measures used throughout the learning process to provide feedback that promotes learning and informs instruction.**

#### **Formative assignments:**

1. Are aligned to state standards.
2. Are created using a wide variety of methods.
3. Provide feedback for students and teachers.
4. Are a checkpoint or snapshot of progress.
5. Are aligned to the summative in terms of skill, standard, rigor and format.

#### **Example of formative assignments include, but are not limited to:**

1. Graded Exit tickets
2. Draft written work
3. Learning logs
4. Lab
5. Graded Quick Check
6. Mid-Check of Rubric
7. Quizzes

**Summative assessments evaluate student learning aligned to specific standards at the end of a defined instructional period.**

#### **Summative assessments:**

8. Are aligned to state standards.
9. Used to predict proficiency on progress monitoring assessments.
10. Are more extensive than formative assessments.
11. Are aligned to formative assessments in terms of skill, standard, rigor and format.
12. Are conducted in a variety of formats.

#### **Examples of summative assessments include, but are not limited to:**

13. Unit or Chapter Test
14. Completed project/research paper
15. 9 weeks/Semester Exam
16. Completed performance/presentation
17. Final draft of written work