

**GRADING POLICY  
GRADES 9-12**

**PURPOSE**

The North Kingstown School District believes that having common assessments and grading practices in place will help our district to have clear and meaningful data as to how well-prepared our students are to master concepts needed for success in college, careers, and life. Having consistently applied grading practices that accurately report student learning is critical to improving the clarity of our expectations, our alignment to the state curriculum, and the effectiveness of our instruction.

**PHILOSOPHY**

The North Kingstown School District Grading Policy, 9-12, facilitates consistent grading of student work between teachers of the same courses. While acknowledging that teachers' professional practice and grading may vary, and that some variety of approach can be educationally beneficial, the approach from one teacher to another of like courses should be relatively similar. Teachers will be afforded time during the school day to collaborate and will use these scheduled opportunities to meet and discuss pedagogy and grading. While diversified practices will be permitted the goal will be to merge best practices and like grading procedures. Administrators and teachers will make every reasonable effort to share and discuss teaching practices.

**POLICY STATEMENT**

**Consistency Guidelines: All teachers who teach at the high school level should follow the defined North Kingstown School Department Curriculum and share a consistent approach to grading per course/level (e.g. Algebra I Honors, Biology CP, etc.).**

**Formative Assessments—Lesson Practice and Activities: NO MORE THAN 25% OF FINAL GRADE**

Any of the items chosen in this group should be relatively similar in scope and weight to that implemented by all teachers of the course/level—i.e. teachers collaboratively decide to assign a relatively similar level of rigor. Examples include...

- Independent practice on daily work (daily assignments and homework)
- Brief progress checks (e.g., small quizzes; reviews, or warm-ups)
- Grading of effort and class participation

**Summative Assessments—Unit and Course/Grade Level Understanding and Performance: NO LESS THAN 75% OF FINAL GRADE**

All teachers should include a relatively similar experience (in scope, and rigor) with regard to these major course assessments. Teachers should share an approach for review of anchor assignments and exam expectations and for providing feedback to students about achievement on these assessments when possible. Examples include...

- Unit (chapter) assessments (tests)
- Unit or major performance tasks – mainly products, performances, and projects

(e.g., essays; artwork; visual representations; models; multimedia; oral presentations; lab experiences; live or recorded performances)

- District (Course/Grade Level) Assessments: Includes Mid-term and Final Exams and Anchor Assignments

\*The weight of anchor assignments and exams will be common. These assignments should include the same instructions, be graded for the same criteria, and receive the same weight for all students of a course/level. Exams will be constructed to have at least 50% of the assessment be in common for all levels of the course (CP, Honors, etc.)

### **Exceptions:**

- Exceptions to the above percentages are allowable for departments who determine the need based on the nature of the subject (such as band or chorus, physical education, resource, or other courses which may have very different expectations due to the nature of the coursework expectations). Exceptions will be proposed by members of the department and content coordinator and approved by the North Kingstown High School administration.
- Exceptions to the similarity of strategies to allow for piloting new ideas and for teachers using different strategies from the norm that have proven success in student achievement. Exceptions will be proposed by members of the department and the content coordinator and approved by the North Kingstown High School administration.

**Anchor Assignments:** Anchor Assignments are validated summative assignments that are common among common courses at North Kingstown High School. All North Kingstown High School courses will offer one Anchor Assignment opportunity per course per semester. These Anchor Assignments will count for course credit as summative assignments and some are required as part of a students' graduation portfolio (please refer to the North Kingstown High School student handbook for updates each year). Students who fail to complete an Anchor Assignment to proficiency will have a two-week period to revise the work at the direction of their teacher. Failure to successfully complete an Anchor Assignment required for graduation will initiate communication to a parent and a referral to after school remediation to complete the assignment to proficiency; no course credit will be given for required Anchor Assignments completed after the semester assigned.

**Passing Grade & Credit Remediation/Recovery:** In order to receive credit for a course the passing grade for students is a 70. Courses successfully remediated for credit in summer school or on-line will receive a final grade of 70 on the student's transcript. The following grading scale is in effect:

A – 90 to 100

B – 80 to 89

C – 70 to 79

F – 0 to 69

Students may be afforded the opportunity to remediate a course for credit in summer school if they earned a final course grade between 60–69 and do not have more than 20 cumulative absences for that course.

Opportunities for credit recovery and/or remediation through on-line programs are also afforded to students on an individual basis, after a review of class attendance, discipline, and effort, with priority given to seniors. In order to recover and/or remediate any North Kingstown High School course for credit students must have taken the original course, unless otherwise authorized by the North Kingstown High School administration.

**Grade Reporting:** Teachers will record all student grades electronically within the North Kingstown School Department student information system within two weeks (may be longer for summative assignments) of the work being completed by students. Students and parents/guardians are encouraged to check the student information system regularly to keep up to date with progress. Grades at North Kingstown High School are updated three times per quarter; every three weeks with a final grade determined at the end of the quarter.

When progress updates indicate academic difficulty or less than desirable performance, students are encouraged to initiate contact with teachers to develop a plan to improve their grade. This plan may include: extra time on homework and studying, extra help sessions with teachers, and/or referral to the Academic Resource Center. Parents are encouraged to contact teachers at any time for questions or concerns.

**Incomplete or Failing Work:** North Kingstown High School will make every effort to intervene with and communicate to students and parents/guardians about incomplete and failing work. Students and parents/guardians are encouraged to make every effort to communicate with teachers and/or other school personnel about incomplete and failing work.

**Make-up/Late Assignments:** Students who have excused absences (please refer to the North Kingstown High School student handbook for definitions of excused absences each year) will have five school days to make-up tests or quizzes. Students should assume responsibility for seeing teachers to obtain any work missed and, if needed, schedule a time for making up tests or quizzes. Formative assignments should be turned in the next class day that the student is present in order to receive credit. Summative assignments with long-term due dates turned in past the published due date will be assessed a penalty of ten points off per school day that the assignment is late. Such assignments will be due at least one week prior to the end of a quarter. No credit will be given for work missed during an unexcused absence; exceptions will be at the discretion of the North Kingstown High School administration. Please refer to the North Kingstown High School student handbook for definitions of unexcused absences each year.

**Academic Dishonesty:** Cheating and plagiarism are dishonest and unethical. Academic dishonesty has no place at North Kingstown High School. Students are honor bound to do their own work and to encourage fellow students to do the same.

**Cheating** is purposely ignoring the rules surrounding any assignment or test. *Cheating may take the form of:*

- Copying another person's work on a test or assignment.
- Sharing one's work with others in any form on an assignment designated by the teacher as individual work.
- Any actions taken which deliberately violate the rules of a test or assignment.

**Plagiarism** is using the ideas or writings of another person as one's own. It includes copying or imitating the language, ideas and thoughts of another author and making them appear as one's own original work. The administration and faculty of North Kingstown High School will ensure that all students are given the necessary instruction each year on how to avoid plagiarism. Students must ensure that they clearly understand how to properly cite others' works and thoughts or seek assistance to clarify these procedures. *Plagiarism may take the form of:*

- A paper partly or entirely written for the student by another person.
- A paper bought or secured over the internet or by other means.
- Un-attributed or un-footnoted direct quotations.
- Un-attributed or un-footnoted paraphrases.
- Material taken from the Internet or any other electronic source is governed by the same rules for referencing another person's work as any other written source of material.

Consequences: Upon determination of cheating or plagiarism, parents/guardians will be notified. No credit will be given for a formative assignment when cheating or plagiarism has occurred. For summative assignments, the teacher will consult with his or her department chair before the determination is made and the teacher will notify the parents/guardians. The teacher will make a referral to the Assistant Principal of Teaching & Learning. The Assistant Principal, after reviewing the infraction with the teacher and department head, will decide on further consequences which may include loss of credit, detention, and an opportunity (and conditions) for the student to complete the assignment. **In all cases the NKHS National Honor Society advisor(s) will be notified, and a letter will be placed in the student's file.**

As with any decision at the building level a final appeal may be made to the principal.

### **GOALS OF THE NKSD GRADING POLICY, 9-12**

The goals of the North Kingstown School Department Grading Policy, 9-12, are to build a system which:

- helps us to communicate well with students and parents in a timely way, particularly when problems arise.
- provides students with additional support for learning when necessary.
- requires that students devote extra time when needed to revise work and learn to proficiency.
- is fair and consistently applied school-wide to all students.
- is practicable for our staff.

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