



# Butler County Board of Education

## Grading Procedures/Guidelines 2023-2024



What it IS	What it MEANS	Why it MATTERS
<p><b>60% -Major Grades CATEGORY</b></p> <p><b>*System common assessments</b> in both math and reading will account for 60% of a student’s overall grade and are required by the system.</p> <p><b>Other Assessments</b></p> <ul style="list-style-type: none"> <li>● Science, Social Studies, and ELA Test Grades</li> <li>● Major Projects+</li> <li>● Major writing assignments-</li> </ul>	<p>Our <b>system common assessments</b> which measure the proficiency level of students on targeted standards (as well as other skills like vocabulary, phonics, problem-solving, and writing) will count 60% of the overall grade.</p> <p><b>Other Major Assessments</b></p> <p>Teacher created assessments or those that come with the curriculum being taught will be used to assess student understanding of ALCOS Standards and will also count 60%.</p> <p>+Major projects must have rubrics for grading - projects in this category are those that involve multiple standards and are done over time.</p> <p>-Major writing assignments - writing assignments in this category are those that involve multiple standards and/or take students through the writing process (prewriting, drafting, revising, and editing)</p>	<p>ALCOS standards are the focus of instruction and assessment.</p> <p>Common assessments provide consistency in grading across the system.</p> <p>Major projects and writing skills involve the application of CCRS skills/knowledge.</p> <p>There are some standards that will not be covered if students are not required to do major projects and present the information. Example: SL.6.34 Present claims and findings, sequencing ideas logically and using pertinent descriptions, facts, and details to accentuate main ideas or themes; use appropriate eye contact, adequate volume, and clear pronunciation.</p>
<p><b>40%-Minor Grades CATEGORY</b></p> <ul style="list-style-type: none"> <li>● Mini-Projects+</li> <li>● Writing Assignments-</li> <li>● Fluency</li> <li>● Graphic Organizer</li> <li>● Phonics</li> <li>● Math Fact Drills</li> <li>● Experiments</li> <li>● Other</li> <li>● Homework (only one grade can be entered per nine-week period and would be considered a 6th minor grade)</li> </ul> <p><small>Note: These assessments are formative in their nature</small></p>	<p>Various activities will fall in this category.</p> <p>+Mini-Projects must have rubrics for grading - projects in this category may involve only 1 or 2 standards and may be completed in a day or 2.</p> <p>-Writing assignments which include but are not limited to essays, paragraphs, creative writing, letters, poems, etc. (not sentences) must have pre-established criteria for grading, such as a rubric. The number of fluency grades should be ≤3 per 9-week period. The number of timed-fact drill grades should be ≤3 per 9-week period.</p> <p>Worksheets are not forbidden, but consideration should be given to the quality of the worksheet and quantity of worksheets being graded. Grades for participation only are unacceptable.</p>	<p>Daily writing such as journaling should be incorporated into daily routines to encourage students to express themselves - this should not always be “graded” but could serve as a formative assessment.</p> <p>Worksheets that require low levels of thinking misrepresent student thinking and skew grades.</p> <p>Participation grades do not reflect mastery or non-mastery of CCRS and inflate or deflate student grades.</p> <p>This category allows teachers the flexibility of evaluating their students based on the needs of the classroom.</p>
<p><b>0% - Homework CATEGORY</b></p> <p><small>Note: While homework is not a weighted category, it is encouraged to provide practice opportunities as well as strengthen the home-school connection.</small></p>	<p>Grading homework is like a professor giving a summative quiz at the end of every lecture based on the material s/he just talked about. How do you feel about that?</p>	<p>The kids who need math homework least (A and B students) will do it.</p> <p>The kids who need it most (D and F students), won’t, or else they’ll do it haphazardly, gaining as much credit with the least effort possible.</p>
<p><b>Graded Assignments 2nd – 12th:</b></p> <ul style="list-style-type: none"> <li>● A minimum of 9 grades are required, at least one (1) grade entered in PowerSchool SIS per week.</li> <li>● At least four (4) of the grades should be major grades and five (5) should be minor.</li> <li>● Homework <b>grades</b> are optional. If homework is graded, the grades must be kept on a spreadsheet for the 9-week period. Two weeks prior to the end of the 9-week period, the grades will be averaged and recorded as one minor grade in the 40% Minor Grade Category. A minimum of 4 grades must be averaged in your spreadsheet to count as a homework grade. Make sure you keep your documentation.</li> <li>● All assignments (i.e. class work, tests, projects, etc.) should be aligned to the ACOS.</li> <li>● Written assignments are required at all grade levels.</li> </ul>		

## **RETEACH/RETEST PROCEDURES:**

### **Kindergarten and First-Grade**

Kindergarten and first-grade students have district standards-based report cards based on the Alabama Course of Study in conjunction with corresponding proficiency Scales. Reteaching and reassessment of critical standards based on proficiency scales provided in English Language Arts and Mathematics are an embedded part of the standards-based report card monitoring process.

### **Grades 2nd-8th**

**Reteaching and retesting allows students an opportunity to improve their performance at all levels. It is understood that the retest will not be given until after the material has been retaught. The two test grades will not be averaged together for the final test score; the new/higher score will be recorded.** In cases where the new score is higher than the 1st score, the higher score will be recorded. All students regardless of their score, will have an opportunity to retake the test. The original score must be recorded in the comments section next to the new grade.

Sample A - The original score is a 23. The child is retaught and retested. The new score is 52. The final grade recorded is 52. The original score of 23 should be recorded in the comments section.

Sample B - The original score is a 47. The child is retaught and retested. The new score is 99. A final grade recorded is a 99. The original score of 47 should be recorded in the comments section.

### **Grades 9th - 12th**

**Reteaching and retesting is available to students who score below 70 on major tests. The highest grade that students can receive on a retest is a 70.** It is at the local school's discretion to reteach/retest assignments that are minor grades. If the local school chooses to reteach/retest assignments within the minor grade category, the same requirements for recording major grades should be used. The original score must be recorded in the comments section next to the new grade.

Sample A - The original score is a 62. The child is retaught and retested. The new score is 47. The final grade recorded is a 62. The lower score of 47 should be recorded in the comments section.

Sample B - The original score is a 58. The child is retaught and retested. The new score is 83. The final grade recorded is a 70. The original score of 58 should be recorded in the comments section.

### **\*MAJOR/MINOR Grades**

#### **Grades 2nd - 12th:**

Computation Scale & Grading Categories 2nd – 12th

40% Category – Minor Grades (Class assignments, spelling tests, etc.)

60% Category – Major Grades (Tests, projects, essays, system common assessments, etc.)

\* Please make sure that these categories are set up for all subjects in PowerSchool.

### **QUARANTINE**

In those instances where students have been required to quarantine by the ADPH more than twice in a nine-week period, teachers are allowed to use scores on the assessments of specific standards to substitute for missing daily assignments on the same standard.

## **DISTRICT COMMON ASSESSMENTS**

### **K-5th GRADE ASSESSMENTS**

The Butler County School System Common Assessments in both English Language Arts and Mathematics for grades K-5. These assessments were created by our teachers to measure students' level of proficiency on critical standards and to provide consistency in the assessing of ALCOS throughout the school system. Information on how to access these assessments are located in the BCSS Curriculum Google Drive under each individual grade-level/subject area. ALL Butler County teachers are required to assess students using the District Common Assessments in Language Art and Mathematics. ALL assessments for grades 2 through 5 must be done online in order to receive timely feedback as well as prepare for the ACAP.

Social Studies tests are online in Studies Weekly. Science Common Assessments will be revisited after AMSTI provides additional guidance on assessments and/or during the next science textbook adoption cycle.

\*Teachers may elect for students to do the first test of the year using paper and pencil; however, the information must then be transferred to the online portal.

### **6th-12th GRADE ASSESSMENTS**

#### **MATH**

Math teachers came together this summer and revised common assessments for each nine week period. These assessments are aligned with the ALCOS as well as the District Pacing Guides that coincide with our System's adopted mathematics curriculum. Information on how to access these assessments as well as all curriculum materials are located in the BCSS Curriculum Google Drive.

#### **ELA**

ELA teachers came together this summer and revised common assessments for each nine week period. These assessments are aligned with the ALCOS as well as the District Pacing Guides that coincide with our System's adopted English Language Arts curriculum. Information on how to access these assessments as well as all curriculum materials are located in the BCSS Curriculum Google Drive.

#### **HISTORY**

During the 2023-2024 school year, History teachers will be provided professional development on creating common assessments using Schoology/Performance Matters and encouraged to create individual teacher assessments using this platform. Our hope is that we will be able to use some of these teacher-created assessments as district benchmark assessments in the 2024-2025 school year.

#### **SCIENCE**

It is the vision of Butler County schools that all teachers are fully AMSTI and/or Science in Motion trained. Due to the nature of AMSTI kit rotations, it is not possible for us to have common assessments at this time; however, there is an effort underway to create assessments that align with these kits. The expectation is that teachers will use these assessments once they have been developed.

## **IMPORTANT REMINDERS**

- 1. Only 4 to 5 Major grades should be used in each discipline to minimize grade inflation and *provide ample opportunity for retesting*.**
- 2. All assessments should be labeled with the Alabama Course of Study number for each assignment in PowerSchool Gradebook. For Example: Unit 1 ALCOS #5 , Unit 3 Week 2 Test (ACOS 5, 7, 9)--it does not matter how you put it in there, just make sure it is there.**