

Kenmore Town of Tonawanda UFSD
Middle School Grading Protocol for Families -FINAL

A. Overview

Our middle school grades will:

- reflect students' growth and progress.
- inform students and families of academic progress.
- reflect a commitment to supporting the academic development of the middle level learner.

B. Goal of Grades

- a. Report card grades are based on performance tasks that are aligned with NYS standards.
- b. Grades will provide information on student progress toward the standards.
- c. Gradebooks will be set up at the start of the school year to reflect the following weighted categories.
 - i. 50% Assessments (formative, summative, quizzes, exit tickets, weekly reviews, projects)
 - ii. 50% Classwork (homework, assignments, progressive work on a project)

C. Grading System

Grading Scale <i>Aligned with New York State Reporting</i>		Honor and Merit Roll
Mastery	85-100	Honor Roll 90-100 Merit Roll 85-89.9 (No rounding)
Proficiency	75-84	Certificates are given at school Q1-3. Q4 Certificates will be mailed.
Developing	65-74	
Not Yet Meeting Standard	64 or Below	

D. Reporting Grades

- a. Grade 5, 6, 7
 - i. Quarter 1: 55% will be reported if a student receives a grade lower than 55%.
 - ii. Quarters 2-4: Actual numeric grades will be reported 0%-100%.
- b. If a grade earned is lower than a 64% a teacher comment will accompany the grade on the report card stating why the student is failing and how they can improve.
- c. Gradebooks will be updated weekly.
- d. Final Exam: Grade 6: Final Exam will be 10% of final average, Grade 7: Final Exam Grade will be 10% of their final average.

E. Makeup Procedures: Incomplete grades

- a. Regular attendance is essential to student success. In the event of an absence, students need to take ownership and communicate with teachers regarding the missed work. Both the teacher and student will arrange for a timeline for completion of the work within the quarter in which absences took place.
- b. If a student fails to complete the missed assignments due to extenuating circumstances or the timing of the absences, i.e., near the end of the marking period, a grade of Incomplete (I) may be entered after confirming with the counselor.
- c. The teacher and student will arrange for a timeline within which the student must submit the outstanding work before the next quarter ends. If the outstanding work is not completed within that time frame, the report card will revert to the earned numeric grade.
- d. When a new student moves in during a school year, grades earned in another district will be shared with the teachers, but not be used in Ken-Ton grade calculations. Each situation will be reviewed on a case by case basis with the counseling department.
- e. **Final Exam Make Ups:** Excused absent students will be given a chance to make up the exam. Exempt or adjusted scheduling may be used in extenuating circumstances, as determined by the administrator.

F. Promotion and Retention Policy

- a. A review of placement, promotion, and/or retention will be conducted by a team of teachers, administrators, counselors and parents for any student who does not meet the established criteria to pass the course.
- b. Students who do not pass ELA and/or Math, will be required to attend summer school and/or students may be scheduled in RTI if they meet the district criteria.