



SPENCERPORT HIGH SCHOOL

ASSESSMENT AND GRADING COMMITMENTS

OUR SCHOOL-WIDE COMMITMENTS



AS TEACHERS AND INSTRUCTIONAL LEADERS IN SPENCERPORT HIGH SCHOOL, WE UNDERSTAND THAT THE PURPOSE OF GRADING IS TO SERVE AS A METHOD OF MEASURING AND COMMUNICATING STUDENT ACHIEVEMENT OF, AND/OR TOWARD, A CONTENT STANDARD (LEARNING TARGET).

<p>Overview</p>	<ul style="list-style-type: none"> Grades are calculated as: <ul style="list-style-type: none"> 80% from Summative Assessments (SA) 20% from Independent Learning (formative assessments/tasks) Additional reporting about student performance may be provided via the "Ungraded" category Extra credit is not permitted
<p>Summative Assessments (SA)</p>	<ul style="list-style-type: none"> Each course will have a minimum of 2 SA per quarter. The exact number will be communicated by the teacher prior to the start of each quarter. Date ranges within a quarter will be identified in 2024-25 SA will be administered during class Students should be clear ahead of time about what learning targets are being assessed on a SA SA are essential to evaluating student understanding and must be completed <ul style="list-style-type: none"> A zero may only be assigned if a student (1) refuses to complete assessment in class, (2) prior contact with guardian has been made by teacher, and (3) admin has been involved If a student does not complete a SA, they will receive an INC for the SA, as well as an INC for the In-Progress Overall Average, and a Student Success (Learning) Plan will be established. SA grades will not entered within 5 days of the end of the quarter. SA given within the last 5 days of a quarter will be recorded in the following quarter If a student has an INC at the end of the quarter, the quarter grade can be updated at a later time if deemed necessary on the Student Success Plan. This includes if a SA is given and a student has not had the opportunity to take a retake prior to the end of the quarter
<p>Incompletes and Retakes</p>	<ul style="list-style-type: none"> A Student Success Plan may be established for an incomplete SA Retake Request Forms or Student Success Plans can be used for retakes Incomplete SA may be administered in class if requested by a student or teacher, and student would be expected to make up any missed learning Retakes will not be an identical assessment, nor will they be test corrections, but an accurate reflection of a student's knowledge. This timeline will be established according to department policy Retakes may be administered in class or students may be asked to see the teacher or use the testing room during a study hall, see the teacher during advisement or after school, or attend Academic Workshop All students have the opportunity to retake and earn full credit
<p>Independent Learning Activities</p>	<ul style="list-style-type: none"> Independently completed formative assessments and learning tasks that prepare students for SA Will be accepted at least up to the date of the aligned SA they prepare students for, or longer according to department policy Some tasks be may deemed 'formal' (graded and recorded in gradebook); and some tasks may be deemed 'informal' (ungraded and may or may not be recorded in gradebook) May include homework, but not required. If given, homework will be personalized, meaningful, aligned to the curriculum and to the 6-12 District Homework Protocols. It will have minimal to no impact on a student's overall grade, and may be recorded in the independent learning or ungraded category Retakes and revisions may be submitted according to department policy "Missing" will be entered into the gradebook if not completed, which will calculate as a "0" in average A teacher may exempt a student from an independent learning activity based on the student's performance on a similar formative assessment or task or the aligned SA

HEALTH DEPARTMENT COMMITMENTS

Incompletes	<ul style="list-style-type: none"> Once a quarter Incomplete is issued students have 2 weeks into the following quarter to rectify. If not rectified the missing assignment that led to the Incomplete turns into a 0 %
Retakes	<ul style="list-style-type: none"> All summative assessments can be retaken during the quarter in which they were given If any independent learning tasks are missing or the student scores below a 50% on any independent learning tasks leading up to the summative assessment the student will not be able to complete the retake until they have successfully completed the independent learning tasks Students are able to retake both independent learning tasks and summative assessments Students must meet with teacher to review their assessment and develop a Student Success Plan to be able to complete a retake One retake opportunity will be given for summative assessments and independent learning tasks once the requirements for the plan have been met Unique retake situations may be accommodated on a case-by-case basis
Homework	<ul style="list-style-type: none"> Homework may be assigned as an opportunity for extra practice Homework will not be graded
Latework	<ul style="list-style-type: none"> Independent Learning assignments and Summative Assessments are due no later than 2 weeks after the posted due date. A Zero may be recorded in infinite campus if the assignment is not turned in on time. Any exceptions will result in a learning plan or agreement between teacher and student.

ADDITIONAL INFORMATION

Academic Dishonesty	<ul style="list-style-type: none"> Academic dishonesty will be addressed restoratively related to assessment practices via the Academic Dishonesty Menu available in Schoology and a referral will be written for documentation <ul style="list-style-type: none"> A student will not receive a zero for "cheating" A student will be given an opportunity to demonstrate their knowledge A student will be held accountable for academic dishonesty through the student discipline process when a pattern of offenses has been demonstrated
Attendance	<ul style="list-style-type: none"> Significant attendance issues, as defined by building admin, may warrant a No Grade (NG)
Local and Regents Courses	<ul style="list-style-type: none"> Regents grades are stand-alone grades not used to calculate grades for students Local final assessments will be used as part of the final quarter grade or as a stand-alone grade not used to compute the final average for the course
Most Recent Evidence of Learning (Knowledge/ Skills)	<ul style="list-style-type: none"> Teachers always have the professional discretion to override a final course grade based on evidence of student learning (ie: Summative assessments/Regents exams) if it is an indication a student has improved their knowledge/skills throughout the year