



Grading Practices

School: Frank W. Cox High School

Subject(s): Journalism I, II, III

Grade Level: 10-12

Homework

Homework will account for 10% of the student's grade.

Homework is defined as a task assigned to students intended to be completed outside the classroom, and which is an extension of regular classroom instruction. At times, it is appropriate to differentiate homework assignments by content and / or quantity for particular students or groups of students. Homework is given to promote extended and independent learning.

Grades are based on tests, quizzes, projects, compositions (stories or social media), and homework. A percentage system is used for grading and is as follows:

Projects/Tests/Composition	40%
Classwork/Class Participation	30%
Quizzes	20%
Homework	10%

**All grades are combined and averaged to produce a term grade.

**Stories and social media count as a composition grade.

If your story is on time, you will receive full credit. Each day that your story is late, a letter grade will be taken off. **YOU MUST MEET DEADLINES!!

**The content (test grade) will be determined by the content of your page; including stories, photography, editing, and based on Associated Press (AP) journalistic style and MUGS (mechanics, uniformity, grammar, and spelling).

**Finally, students will also receive a STAFF (project grade). This grade will be determined by the student and me through individual conferences at the end of each nine weeks. A rubric will be provided.

Late Work

Follow school guidelines

English Department Re-do/Re-Take Policy

- Reassessment is permitted at the teacher's discretion; however, there will be no re-takes for Honor Code violations or students who have made no attempt to complete the assignment.
- The student must request the opportunity to re-do the assignment by the next class meeting after receiving the score/grade.
- Students have one week from the date of the request to complete the retake. During this time, students must meet with the teacher at a mutually convenient time to discuss the original work. Students must participate in any reasonable re-teaching/review activity assigned by the teacher in preparation for the alternative assessment. Students will take a different assessment than the original, and the teacher will determine the weight of the new assessment.
- There will be no retakes within the last 10 calendar days of the grading period.

Explanation of Zeroes

Missing assignments will be marked appropriately in the gradebook. If a student has exhausted all opportunities for turning in late work, the zero will remain to be calculated as part of the nine-weeks' grade.

Students have deadlines to meet in accordance with expectations of the course, as well as the purpose of the assignment. Students who miss deadlines will initially be given half-credit until the assignment objectives are met. After 10 days, without an excused absence, per the English department policy, students

May be given a 0 on an assignment. Every effort will be made to hold students accountable for completing missed assessments before assigning a zero. These guidelines also reflect an understanding that teachers must provide summative grades quarterly and are not expected to assign grades for work not completed within a quarter.

Students who exhibit a chronic pattern of behavior around missing work need further evaluation and increased levels of support, such as

- parental notification
- classroom interventions
- referral guidance services
- SRT meeting

Teachers should use an "I" for Incomplete until all efforts to hold students accountable have been exhausted.

Reassessment

Will follow the school wide policy on reassessment

No make-up for honor code violation

- A. **Academic Integrity.** Signing your name on any English assignment indicates that in creating the work you have abided by the Cox High School Honor Pledge: *I have neither given nor received unauthorized help on this assignment and pledge to uphold the Frank W. Cox High School Honor Code.*

Departments, grade levels or schools shall establish and communicate clear processes and expectations for grading and planning for reassessment.

Any student who receives a failing grade on a summative (unit test, end of quarter test, major projects or papers) assessment may be given an opportunity for additional instruction and reassessment provided that the student has made an effort to complete the assignment.

In other instances, teachers shall exercise informed professional judgment to determine when additional opportunities for reassessment are appropriate and/or necessary in order to obtain evidence of student learning as it relates to curricular objectives.

Reassessment is a productive part of the learning process when teachers:

- provide targeted instruction between assessments
- incorporate student reflection of learning into the process
- focus the reassessment on that which the student did not know
- give credit for a student's most recent or most frequent evidence of learning

Make-up Work

Students are responsible for collecting and submitting make-up work.

If your absence is excused, you will have three class periods in which to make up work. If you are absent the day a story draft is due, it must be emailed to me by the following class period, unless there are extenuating circumstances. If your absence is unexcused, you will need to make arrangements with me to discuss the situation.

In the event the teacher does not have adequate assessment data to provide a nine-week grade that reflects the student's knowledge of the course learning objectives the teacher may consider assigning a grade of "I for Incomplete due to a lack of required evidence.

Students who receive unexcused absences may make up assignments at the discretion of the teacher, subject to the requirements communicated (provided) by the teacher at the beginning of the year. It is the student's responsibility to be aware of established guidelines and to follow those guidelines to make up the assignment.

Extra Credit

Following school wide guidelines

Extra credit shall be used sparingly and purposefully as an opportunity for further learning. Teachers will clearly articulate to students how an extra credit assignment is aligned to ***curricular objectives***. Extra credit shall be related to the current topic of study, fairly available and accessible, and require the use of only those resources known to be available to all students. Extra credit will not be used for non-learning activities.

For additional information, please access the [VBCPS Grading Guidelines for Secondary Schools](#) on vbschools.com.