



Grading Practices

School: Princess Anne High School

Subject(s): IB Latin 4, 6, 7; AP Latin

Grade Level: 9-12

Homework

All homework and classwork is graded for completion. Homework is used for practice, to monitor student progress, and to drive instruction. If a student does not turn in homework, it must be turned in the next class period and can incur no more than a 10% penalty. If homework is reviewed during the class period it is due, no late assignments will be accepted.

Homework completion is absolutely necessary for success in Latin, especially at the upper levels. Duration of homework should be roughly 1 hour every other school (M-F) calendar day, for a possible weekly total of three hours a week. Homework may include grammar exercises, class-related reading while taking notes, or studying for an upcoming quiz or test, but most often involves review of text read during the previous class and preparation of a passage of Latin for the following class.

“Prepare” means to take notes on vocabulary, grammar, proper nouns, and any other information, which will help the student produce a translation, orally or in writing, in class. If a student chooses to write out a translation for homework, it may not be used during class. Homework grades are given for occasional spot checks of notes, in-class translations produced using notes, and other written assignments (e.g., grammar exercises, questions on a reading from a secondary source).

Late Work

Late work will be accepted with penalty not to exceed 10% of the assignment. The option for submission and/or penalty will be assessed at the discretion of the teacher and is dependent on the nature of the assignment (e.g., assignments that we have gone over in class or were used as part of a discussion are ineligible for late submission). All late work must be completed within two weeks of the original due date. If a student fails to turn in late work after 2 calendar days, the student will be assigned to academic detention after school with Mrs. Arble until the work is completed.

Explanation of Zeroes

- A zero only exists in the gradebook if it represents a student’s level of achievement (zero correct answers on an assignment).
- The student may be eligible for recovery options per individual teacher policy.
- Missing assignments are entered as MI.

Reassessment

Some assignments will be eligible for a retake with recovery options dependent upon the nature of the assignment as well as the student's individual situation.

- In order to qualify for a retake, the student must attend at least one remediation session with Mrs. Arble after school on a Wednesday afternoon or show other evidence of mastery.
- All retakes must be completed within two weeks of the initial assignment.
- Some assessments are not eligible for retakes. These include vocabulary quizzes and IB Paper 1 sight translations. These assessments either require no preparation or are simply rote memorization and therefore cannot be remediated.
- Some assessments are eligible for redos but the second iteration will be different from the first so that the grading is fair, accurate and equitable.
- Unless there are extenuating circumstances, all work must be completed within the same grading period in which the original assignment was given; work will not be accepted when there are fewer than four days remaining in the grading period.

Make-up Work

In the event of an absence, students must turn assignments on the day of their return. Any missed quizzes or tests must be made up within two class periods of the student's return. An extension may be granted in the case of extenuating circumstances.

Extra Credit

There are no opportunities for extra credit assignments. Extra credit points may be embedded within assignments and are not to exceed 5% of the overall score.

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