

WORLD LANGUAGES GRADING PRACTICES

CURRICULUM: All assignments will be in alignment with the NC World Language Essential Standards, found [HERE](#) and [HERE](#).

GRADING CATEGORIES have been established by World Languages department as follows, as per Enloe High School guidelines:

World Language classes levels 1-4:

Category	Weight	Description
Major	60%	assignments intended to <i>measure</i> mastery of content (e.g., tests, large projects, essays, other assessments)
Minor	40%	assignments intended to <i>build</i> mastery of content (e.g., homework, classwork, practice)

IB and AP World Language classes:

Category	Weight	Description
Major	70%	assignments intended to <i>measure</i> mastery of content (e.g., tests, large projects, essays)
Minor	30%	assignments intended to <i>build</i> mastery of content (e.g., homework, classwork, quizzes)

WORK, DEFINED

ON TIME: Students are expected to complete all assignments and submit them by the assigned due date. Assignments that are turned in on the original due date are considered to be *on time*. This work will be given feedback from the teacher and will be awarded full credit.

LATE: Assignments that are not submitted by the original due date are considered to be late and will be marked as such in Infinite Campus. **Students will have a**

one-class grace period to submit their work. This date will be known as the “Not Accepted After (NAA)” date. Work submitted on or before the NAA will be given feedback from the teacher and will be **awarded full credit**. Accommodations will be given, as required, to students with IEP/504 plans.

MISSING: Assignments that are not submitted before the NAA date are considered to be missing and will be marked as such in Infinite Campus. Work submitted after the NAA date will be given feedback from the teacher but will be awarded the grade of 0%. Assignments that are not submitted at all will be awarded the grade of 0%.

Scenarios from the examples above are illustrated in the following table:

Situation	Maximum Possible Grade	Label in Infinite Campus	Teacher Feedback
I turned it in by the due date.	100	NONE	YES
I turned it in <i>after</i> the due date but <i>before</i> the NAA date.	100	LATE	YES
I did NOT turn it in by the NAA date	0	MISSING	N/A

HOMEWORK. Homework is an extension of classwork and will afford students the opportunity to practice skills and apply concepts learned in the classroom. Homework reflects content and skills explicitly taught and practiced in class first. **Projects or long-term work that is developed both in class and at home is not considered homework for grading purposes; therefore, these assignments/assessments are not eligible for the NAA date.** Accommodations will be given, as required, to students with IEP/504 plans.

- Students should be prepared for homework in all subjects. Board Policy R&P 3135 suggests approximately 30 minutes per class session per night as a guideline.
- Expect approximately 1 hour of homework per AP/IB class, per night.
- If homework is graded, it will not count more than 15% of a student's total quarter grade, as defined by the PLC.
- According to board policy, all grades must be tied to student learning of the standards and cannot be punitive. Students with IEP/504 plans will adhere to their accommodations.

CLASSWORK. Classwork is to be completed during instructional time and is due when the teacher specifies (usually at the end of the class period). **The NAA date does not apply to classwork.** Accommodations will be given, as required, to students with IEP/504 plans.

MAKEUP WORK AS A RESULT OF AN ABSENCE

- **EXCUSED/UNEXCUSED:** Students who are absent should check the Canvas Learning Management System (LMS) to see what work or assignments they missed during their absence. Students will have the opportunity to submit make-up work for full credit but must still adhere to the definitions above. The due date established for make-up work will follow the guidelines set out in the [Enloe Student Handbook](#).
- **ALC & SUSPENSION:** Students in ALC are considered to be present and are, therefore, expected to check the LMS and complete any assignments by the assigned due date. Suspended students are also expected to check the LMS and complete assignments as outlined by the teacher.

REMEDIATION and RECOVERY. Students who want to improve their grade by demonstrating mastery of course material can take advantage of remediation and/or recovery.

REMEDIATION takes place **during the quarter** and allows for additional support for students in order to master course material. This may come in the form of reteaching (e.g., during office hours support), followed by opportunities for reassessment. **Any missing work that is submitted for remediation will be awarded a maximum grade of 60%.**

RECOVERY takes place **after the quarter has ended** and provides a final opportunity for students who failed the quarter to improve their quarter grade **up to a 60%**. Recovery may include completing selected missing or alternative assignments as determined by the PLC.

EXTENUATING CIRCUMSTANCES: Should extenuating circumstances arise, the individual teacher will have the right to modify any of the above. This will be clearly communicated with the student and will be part of an on-going conversation designed to help the student to be successful.

HONOR CODE POLICY

The [WCPSS Honor Code Policy \(4310\)](#) outlines the school district's expectations regarding academic honesty and provides definitions of prohibited behavior including cheating, plagiarism, and falsification or deceit. Unless a student is explicitly told otherwise, using online translations of stories, online translators (e.g., Google Translate), or AI (e.g., ChatGPT) is a violation of the honor code.

The consequences for academic dishonesty are described in section B, item 2:

A student's grade may or may not be impacted by a violation. If the violation impacts a student's grade, the school may impose academic consequences according to the following criteria: (a) when reasonably possible, the student will be expected to complete the assignment or an alternative assignment as determined by the professional learning team (PLT) guidelines and will do so in an honest manner consistent with the honor code, and (b) the student may receive full, partial, or no grading credit for the assignment as determined by PLT guidelines approved by the principal.

The World Languages Department therefore establishes the following guidelines (in alignment with the [Enloe Student Handbook](#)) regarding the consequences for violating the WCPSS Honor Code:

1st VIOLATION:

- Incident will be documented in Infinite Campus;
- Parent(s) and/or guardian(s) will be notified;
- Counselor will be notified for documentation and use in college recommendations;
- Adviser(s) of extra-curricular activities and honor societies will be notified; and
- The student will initially be given a 0 and then be expected to complete the same or an alternate assignment (at the teacher's discretion), with the highest grade possible being a 60%.

2nd VIOLATION:

- The same individuals will be notified as in the 1st offense;
- Incident will be documented in Infinite Campus;
- Grade level administrator will be notified for disciplinary consequences; and
- The student will initially be given a 0 and be expected to complete the same or an alternate assignment (at the teacher's discretion), with the highest grade possible being a 50%.

3rd+ VIOLATION:

- The same individuals will be notified as in previous offenses;
- Incident will be documented in Infinite Campus;
- Administration will be directly notified for consequences which may include ISS/OSS; and
- The student will receive no credit for the assignment.

Severe cheating that involves theft and/or distribution of course material will result in an immediate referral to the administration.