DATE: December 14, 2022

TO: All Campus Leaders

FROM: LaKedra Cardell, Director of Assessment and Evaluation
       Dr. Felicia Johnson, Executive Director of Research, Design, and Evaluation
       Nicholas Johnson, Interim Chief Academic Officer

RE: Updated 2022-2023 District Grading and Reporting Guidelines

The DeSoto ISD District Grading and Reporting Guidelines have been revised to reflect a change in the lowest grade of a 50 that a student can receive on an assignment. The “Completion of Assignments and Procedures” and “Late or Missing Assignments (not related to an absence)” sections are shown below have been updated.

Completion of Assignments and Procedures for Grades K-5:
- Assignments turned in one day after the due date will receive a maximum grade of 80.
- Assignments turned in two days after the due date will receive a maximum grade of 70.
- **Assignments not received in two days will automatically receive a grade of 50.**
- Teachers will notify parents for more than one incomplete assignment during a grading period.

Completion of Assignments and Procedures for Grades 6-12:
- Assignments turned in one day after the due date will receive a maximum grade of 70.
- Assignments turned in two days after the due date will receive a maximum grade of 60.
- **Assignments not received in two days will automatically receive a grade of 50.**
- Provisions will be made to allow students the opportunity to make up two 50s in each subject per grade reporting period.

**Late or Missing Assignments (not related to an absence)**
Students must be given an opportunity to submit late or missing work not associated with an absence. Giving zeros as a grade for late work is not a best practice. It is recommended that parent call/notification be made prior to recording a grade of a 50, especially for students for whom the 50 will likely result in a failing.

Please share the information with your campus staff and parents. The link below gives you access to all of the guidelines.
https://drive.google.com/file/d/1l3_TYy1KQsETalbwTtzlXj1lSo3jWMg/view?usp=share_link
Please contact Dr. Felicia Johnson, at felicia.johnson@desotoisd.org if you have any questions.

With Service and Support,

Felica Johnson,
Executive Director of Research, Design, and Evaluation