



## Grading Practices

School: Kellam High School

Subject(s): Keyboarding

Grade Level: Business and Marketing

### Homework

**Homework is for practice and applying knowledge; it will not be graded.**

### Late Work

**All assignments and projects may be turned in without penalty as long as it has been submitted 1 week prior to the end of the 9 weeks.**

### Explanation of Zeroes

**A zero will be recorded in the gradebook for any missed assignments, tests, or projects. It will be replaced with the earned grade once the assignment is completed and turned in during the 9 weeks grading period.**

### Reassessment

**Students will have the opportunity to submit test corrections at half value which will be added to the original assessment grade as long as all assignments leading up to test have been completed.**

### Make-up Work

**All work from excused and unexcused absences will be accepted without penalty within the 9 week grading period and must be submitted one week prior to the end of the grading period.**

### Extra Credit

**Extra credit that is aligned with the curriculum objectives and provide further learning will be available.**

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