



INNOVATION

INNOVATION | COLLABORATION | ACTIVISM | SAFETY | RESPECT | ACCOUNTABILITY

Innovation Charter High School Grading

Purpose: The purpose of this document is to outline policy and guidelines for grading for the 25-26 school year at Innovation. As we begin a new semester of learning, we must ensure that our assessments of students are equitable, meaningful, and provide multiple means for students to demonstrate their learning. Additionally, our policies must take into account the wide range of student experiences and create as many opportunities for success as possible. This is not an exhaustive list of all considerations that should be taken while grading but should serve as guidelines when grading Innovation students.

Category	Policy			
Grading Deadlines	The school year will be divided into two credit bearing semesters with two quarters in each semester. There will be a total of four quarters for the entire school year.			
	Each semester grade will be an average of the two quarters within that semester.			
	All grading deadlines for the school year are found below. It is part of your professional responsibility to have your gradebook updated by each grading deadline. Your gradebook should be updated on a weekly basis by the end of day on the first day of the week.			
	Grade Cycle		Last Day of Assignments	Grading Deadline @ 5pm
	Quarter 1 Progress Reports		Friday, 10/3/25	Monday, 10/6/25
	Q1 Report Cards		Friday, 10/31/25	Monday, 11/3/25
	Quarter 2 Progress Reports		Friday, 12/5/25	Monday, 12/8/25
	Q2/S1 Report Cards		Friday 1/16/26	Friday 1/23/26
	Quarter 3 Progress Reports		Friday 2/27/26	Monday 3/2/26
	Q3 Report Cards		Friday 3/27/26	Monday 3/30/26
	Enrichment Week			
	Quarter 4 Progress Reports		Friday 5/8/26	Monday 5/11/26
Q4/S2 Report Cards		Tuesday 6/16/26	Wednesday 6/17/26	
Gradebook Category Weights	Each quarter will be set up for you on the backend of PowerSchool to reflect the following, no other categories should be used:			
	Category	Percent	Description	Minimums



INNOVATION

INNOVATION | COLLABORATION | ACTIVISM | SAFETY | RESPECT | ACCOUNTABILITY

	Formative Assessments	50%	The goal of a formative assessment is to <u>monitor student learning</u> by providing ongoing feedback to students in order to improve learning. This type of assessment is low stakes, which means it has a lower point value.	1-2 assignments per week																		
	Summative Assessments	50%	The goal of a summative assessment is to <u>evaluate student learning</u> at the end of a unit by comparing it to a standard.	2-3 per quarter																		
	<table><tr><th>Formative Assessments</th><th>Summative Assessments</th></tr><tr><td> ● Homework ● Exit Tickets ● Checks for Understanding ● Guided Practice ● Independent Practice ● Science Labs ● Class Discussions </td><td> ● Quizzes ● Projects ● Exams ● Essays </td></tr></table>				Formative Assessments	Summative Assessments	● Homework ● Exit Tickets ● Checks for Understanding ● Guided Practice ● Independent Practice ● Science Labs ● Class Discussions	● Quizzes ● Projects ● Exams ● Essays														
Formative Assessments	Summative Assessments																					
● Homework ● Exit Tickets ● Checks for Understanding ● Guided Practice ● Independent Practice ● Science Labs ● Class Discussions	● Quizzes ● Projects ● Exams ● Essays																					
Each semester will automatically be set to average the two quarters.																						
Assignment Codes	<table><tr><th>Code</th><th>Value</th><th>Use</th></tr><tr><td>MIS</td><td>45%</td><td>Student is present in class but does not submit an assignment.</td></tr><tr><td>ABS</td><td>45%</td><td>Student is absent from class when an assignment is collected.</td></tr><tr><td>INC</td><td>45%</td><td>Student tried the assignment but earned lower than 45% OR student turned in an incomplete assignment. This should indicate to students and families that they need to improve their understanding of the content.</td></tr><tr><td>EX</td><td>Null</td><td>Student is excused/exempt from assignment, because of an excused absence, teacher decision.</td></tr><tr><td>T</td><td>Null</td><td>Student who transfers into your class within the last two weeks of the marking period and has no prior grades.</td></tr></table>				Code	Value	Use	MIS	45%	Student is present in class but does not submit an assignment.	ABS	45%	Student is absent from class when an assignment is collected.	INC	45%	Student tried the assignment but earned lower than 45% OR student turned in an incomplete assignment. This should indicate to students and families that they need to improve their understanding of the content.	EX	Null	Student is excused/exempt from assignment, because of an excused absence, teacher decision.	T	Null	Student who transfers into your class within the last two weeks of the marking period and has no prior grades.
Code	Value	Use																				
MIS	45%	Student is present in class but does not submit an assignment.																				
ABS	45%	Student is absent from class when an assignment is collected.																				
INC	45%	Student tried the assignment but earned lower than 45% OR student turned in an incomplete assignment. This should indicate to students and families that they need to improve their understanding of the content.																				
EX	Null	Student is excused/exempt from assignment, because of an excused absence, teacher decision.																				
T	Null	Student who transfers into your class within the last two weeks of the marking period and has no prior grades.																				



INNOVATION

INNOVATION | COLLABORATION | ACTIVISM | SAFETY | RESPECT | ACCOUNTABILITY

Advisory Grading	Since advisory is a credit bearing class aligned to standards, each week an assignment needs to be added to your gradebook. You can use only the formative assessment category for advisory. Each week enter a 20 point formative assessment grade using the following break down: 5 points for attendance, 5 points for participation, 10 points for the activity.																		
Lateness	1. Students can turn in a formative assessment up to 3 school days late. No assignments will be accepted after the end of the quarter. 2. No points will be deducted for late assignments. Grades should be reflective of what students know and are able to do. 3. Summative assessments can be accepted through the end of the quarter.																		
Revisions	1. Students should have the opportunity for re-engagement in material and retakes or revisions on all summative assessments until the end of the quarter. Prior to the retake or revision students must have an opportunity for additional learning prior to re-assessment. This can look like test corrections, coming to Warrior Workroom, etc. The re-assessment grade should replace the prior summative assessment grade. a. This does not mean that if a student is consistently absent without an excuse they should be provided the opportunity to complete tasks or take assessments until the end of the quarter. 2. Students should have pre-planned opportunities for re-engagement and skill attainment throughout the quarter, this does not mean students can turn in random, revised, and other work in the last week of the quarter.																		
Submitting Final Grades	<table><tr><th>Qr Codes</th><th>Percent</th><th>Use</th></tr><tr><td>55</td><td>55%</td><td>Used for students whose final quarter grade is below 55%.</td></tr><tr><td>NS</td><td>45%</td><td>Used for students whose final quarter attendance is <u>0%</u>.</td></tr><tr><td>EX/T</td><td>Null</td><td>Students are excused/transferred in, no need to change percent on PS.</td></tr><tr><td>P</td><td>100%</td><td>Passing code for Advisory and Science Labs.</td></tr><tr><td>INC</td><td>55%</td><td>Incomplete code for Advisory and Science Labs.</td></tr></table> When finalizing grades (for each quarter and semester), only the following values may be submitted if the student’s grade is below 65: 55, 60, or 65. Please review your gradebook and apply manual overrides as needed based on the criteria below:	Qr Codes	Percent	Use	55	55%	Used for students whose final quarter grade is below 55%.	NS	45%	Used for students whose final quarter attendance is <u>0%</u> .	EX/T	Null	Students are excused/transferred in, no need to change percent on PS.	P	100%	Passing code for Advisory and Science Labs.	INC	55%	Incomplete code for Advisory and Science Labs.
Qr Codes	Percent	Use																	
55	55%	Used for students whose final quarter grade is below 55%.																	
NS	45%	Used for students whose final quarter attendance is <u>0%</u> .																	
EX/T	Null	Students are excused/transferred in, no need to change percent on PS.																	
P	100%	Passing code for Advisory and Science Labs.																	
INC	55%	Incomplete code for Advisory and Science Labs.																	



410 E. 100TH STREET, NY, NY 10029 • INNOVATIONHIGHSCHOOL.ORG • (212) 722-5871

INNOVATION

INNOVATION | COLLABORATION | ACTIVISM | SAFETY | RESPECT | ACCOUNTABILITY

- | | |
|--|--|
| | <ul style="list-style-type: none">• Mandatory: If a student's final average is below 55%, you must manually override the grade to 55%. No final grades below 55 will be recorded.• For students with a final average between 56–59%, determine whether the student has demonstrated sufficient mastery to merit a 60%. If so, manually override the grade to 60%; if not, the grade should be overridden to 55%.• For students with a final average between 61–64%, assess whether they have met the expectations to earn course credit. If they have, override the grade to 65%; if not, the grade should be overridden to 60%. |
|--|--|