

# Community School Guidelines for Grading

## Retests

Retests are allowed and provided for ALL students at their request after a student- teacher conference.

## Outside Classwork

Formative assessments and daily work can always be done outside of class; summative assessments and Pre-tests can only be done in class.

## Pre-tests

Pre-tests are available for all courses but may only be done in class with a teacher present. They must be completed with absolutely no outside help or online resources.

## Grading

After an assignment/work is turned in to the teacher, grades are entered into the gradebook and visible to the students within the course platform within 24 hours.

Report cards are submitted electronically by the teacher immediately after a course is completed. Credit is posted and a new schedule is available at the start of the next school day.

## Academic Integrity/Consequences

Academic integrity is lost/broken if a student uses or submits work from another source. Copy/paste or “Googling” is not allowed! If academic integrity is lost, a student-teacher conference is required and possible referral to administration. The grade is not recorded, and the student must re-do the entire assignment/test/quiz/activity or an alternate assignment/test/quiz/activity. If academic integrity is broken on a PRE-TEST, students are not allowed to re-take it and the privilege to exempt out of parts of the course are lost. Students must complete all material in the course to receive credit.

## Late Work Policy

Late work is not applicable, as Community School is self-paced

## Parent Contact/Progress Reports

Student progress reports will be emailed every week. Parent and student will be notified of progress. If any teacher has a concern about lack of progress in a course, the email will be also sent to the Principal.

## Course Credit

For a student to receive credit for a course, they must achieve 100% progress and earn an average of 70 or above.

If a student has made 100% progress but the final grade is below a 70, the student will be offered the opportunity to re-do and resubmit failing assignments to earn a passing grade.

## Notes/Daily Work

Notes are considered a graded, daily activity that counts as part of a course’s overall average.

Classes have a notes component, specific to each class (guided, Cornell hand-written, etc.)