

GRADING PROCEDURES

Each student's letter grades will be based on actual grades earned for class work, homework, quizzes, tests, exams, special reports, and reports in the academic subject areas. Letters A, B, C, D, & F are used to indicate a child's achievement in the academic areas. (Pluses and minuses are used.)

Non-academic subjects will receive a mark of O, S, or U (pluses and minuses may be used) and will reflect actual performance and will be based on objective (quizzes, tests, reports, etc.) and subjective evaluation of a student's development and progress.

Social development that needs improvement will also be indicated and may give insight into the evaluation given for academic and the non-academic classes by the teacher.

Your attention as parents to your child's overall evaluation by the teacher is important. Your insight and observations as parents are important, and we encourage your input.

SCHOLASTIC EVALUATION

A student is encouraged to work to the best of his ability. A passing grade in Bible is mandatory. Report cards are issued every nine weeks. A 3-week and a 6-week Progress Report are also issued to keep you well apprised of your child's achievement. All report cards and progress reports must be signed by parents and returned to the school by the next day. In the event that these papers need to be observed by a parent that did not have the opportunity to observe the papers, they must still be returned on the following school day; however, a note should accompany the papers requesting they be returned on another date for the absent parent to observe them.

The grading scale of Calvary Academy is:

A+ - 98 - 100%	C+ - 78 - 80%	
A - 94 - 97%	C - 74 - 77%	O - Outstanding
A- - 91 - 93%	C- - 71 - 73%	S - Satisfactory
B+ - 88 - 90%	D+ - 68 - 70%	U - Unsatisfactory
B - 84 - 87%	D - 64 - 67%	
B- - 81 - 83%	D- - 61 - 63%	
	F - 0 - 60%	

If the administration feels it is necessary to recommend that a grade be repeated, or that for academic reasons the student not return to Calvary Academy, the parent will be counseled prior to the conclusion of the final marking period and documentation supporting such a recommendation will be shown.

PROMOTION / RETENTION

Students who successfully complete and meet the requirements to be promoted from one grade on to the next will be promoted.

The "Automatic Retention" policy is as follows:

1. Grade 1 - The student is retained if he fails Reading or Bible.
2. Grade 2 - The student is retained if he fails Reading, Math, or Bible.

3. Grade 3-6 - The student is retained if he fails Bible or two of the following four subjects: Reading, Math, Spelling, or English.
4. Grade 7-12 - The student is retained if he fails Bible or two of the following four subjects: Math, English, Science, or History.

The failing grade is an F (60% or below) average for the year.

The "Retention by Parental Agreement" policy is as follows:

1. The student is passing all subjects (Reading, Math, Spelling, English) with a D average or is passing three with a D (unsatisfactory) average and failing one.
2. The parents agree, upon recommendation from the teacher and principal, that it is to the student's benefit to repeat that grade.

The following principles are to be applied to all children being retained:

1. Every effort should be made to restrict retention to one year.
2. Retention of all children must have the approval of the Administration.
3. A "Possible Retention Report" will be submitted at the end of the first quarter and/or before the end of the third quarter of the school year to the principal, who in turn will report to the Administration.
4. Besides actual grades earned, other criteria used will be other measurable data gleaned from the teacher's observation, achievement test, ability tests, and perhaps recommendations from outside sources.

The "Retention due to Absences" policy is as follows:

If a student is absent for forty days during the school year, Calvary Academy is required to retain the student at the same grade level. Forty days reflects slightly more than 20% of the school year.

ACADEMIC PROBATION

Students who have been promoted despite failing some subjects and have experienced difficulty in maintaining an average grade and who after their promotion continue to demonstrate unsatisfactory or failing work in academic subjects, may be required to repeat the previous grade or courses. This may require the student to be sent back a grade in the course of the year so that they will demonstrate mastery of the subject matter.

A and B HONOR ROLL REQUIREMENTS

To be eligible for "A" honor roll the student must maintain a yearly class average of 91% - 100% in each subject. However, the student may not have received a C letter grade or less in any of the four quarterly final grades on his/her report card.

To be eligible for "B" honor roll the student must maintain a yearly class average of 81% - 90% in each subject. However, the student may not have received a D or F letter grade in any of the four quarterly final grades on his/her report card.

HOMEWORK

Each student is required to complete all homework assignments. No homework will be assigned on Wednesday. We do request parent's full cooperation in seeing that assignments are completed. Students in K-9th grades are required to keep daily assignment pads which parents are asked to sign so that we may keep communication open in this area. Homework may be assigned for various purposes, which are as follows:

1. For Practice - Following classroom explanations, illustration, and study, it may be good for a student to pursue the activity independently for continued mastery and understanding of the skills and concept taught. This may include review of materials already covered.
2. For Drill - It may be necessary to engage in drill for mastery of facts and certain skills and concepts.
3. For Remedial Activity - At times a student has a weak level of understanding, and it may be necessary to do individual assignments as a means of overcoming these weaknesses.
4. For Enrichment Activity - Some children will need to be challenged to move on to higher levels of attainment. Their own creativity will help to "spark" them on independently for reaching a broader scope of understanding in various subject fields.
5. For Special Projects - Extension of classroom activities may include book reports, compositions, special research, searching for various materials to bring into class, and construction of various types of projects.

If a teacher finds a misspelled word in a homework assignment, they may take a half of a point off. This will not apply if the students are checking the homework in class.

TEST (Achievement / Ability)

The school will administer achievement test in the spring to all grades. The Stanford Achievement Test Program from the Psychological Corporation is currently used at Calvary Academy.

ACADEMIC PROCEDURES