Secondary School

Grading and Reporting Policy

Grading Periods
The school year is divided into two semesters (fall and spring). At the midway point of each semester (October and April), the Secondary School hosts Student-led Conferences to discuss strengths and areas of growth, to adjust learning as needed. This conference enables students, parents, and teachers to understand how to improve learning the rest of the semester, before a grade is published.

Semester and Final Exams
Learning happens over time, not as a snapshot in time. At ANS, students do not take comprehensive semester or final exams. However, some classes will use skills learned throughout the semester to show learning over time. Each semester will count as 50% of the overall grade.

Grading Reporting
The reporting system will have one category for reporting student achievement - Performance Tasks. All graded tasks will go into this category with teachers reporting 3 to 8 grades per semester. Formative assignments will not be graded, but they will be used by teachers and students to make adjustments in learning during each unit.

Assessment Calendar
The assessment calendar is located on the ANS webpage. All Secondary Staff is responsible for including any graded assessments on the assessment calendar. No more than 2 assessments per day are allowed, and prior notification to students is required, with no more than 4 assessments programmed per week.

Retake Guidelines
The retake policy allows teachers to use his/her discretion when determining which, if any, assessments will be eligible for retake. In order to earn the opportunity for retaking an assessment, the student must:
- Complete all formative tasks to a satisfactory level
- Turn in all homework prior to the retake
- Attend tutorial session(s), as required by the teacher
- Complete reflection sheet, as required by the teacher

The retake policy is open to all students, regardless of the grade on the assessment. The teacher reserves the right to only reassess the portions of the assessment on which standard(s)are not met by the student. If the teacher

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determines the student only needs to be reassessed on certain standard(s), the points earned from those standards will be applied to the final grade. Otherwise, retakes are for full credit. The grade will not be an average of the two assessments. Teachers may ask students to show their understanding in a variety of formats including essays, interviews, presentations, or written tests, regardless of the format of the initial assessment.

Late Work Guidelines

Students are expected to meet all deadlines provided by each teacher, in order to receive feedback throughout the learning process. If a student misses a scheduled performance task, or the deadline for its submission, an "F" representing "no evidence" will be reported in the gradebook. If a student fails to submit or complete a performance task within 10 days of the scheduled assessment, the "F" will remain reported as the grade.

Student Dispositions/Traits

A student's collaboration, determination, and commitment all contribute to a successful learning experience in any classroom. Our goal is to instill a love for learning, and the dispositions allow each student to reflect on how learning can be improved.

- Determination: the student takes ownership of his/her learning by setting goals, striving to improve and consistently submitting work that reflects his/her best ability.
- Collaboration: The student contributes to a positive learning environment in the classroom, contributing original ideas and showing concern for others.
- Commitment: the student shows professionalism through responsible use of class time and timely completion of work.

On the secondary report card, you will notice one category for the semester grade and three categories for dispositions. The semester grade will continue to be calculated as a percent while dispositions will be scored on a 1-3 scale.

(Please see the additional document Rationale for Secondary Grading and Reporting Revision for background information and the context for this policy.)

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