



Academic Policy for School Year 2017-18

1. Grading Policy	
Uniform, Consistent, Fair	Bayside High School's Grading Policy is uniform, meaning that all students taking the same course are graded in the same manner, regardless of the teacher or instructional environment.
Standards-based Curriculum & Assessment	All courses are aligned to standards, including: Common Core State Standards, New York State Learning Standards, NYCDOE Performance Standards, Career & Technical Education Industry Standards, and standards imposed by accrediting colleges or universities. All assessments which contribute toward students' grades are aligned with applicable standards and designed to measure students' progress in mastering course content and the skills embedded in a course's curriculum.
Consistent, Frequent Feedback	Students and their families are advised of progress toward mastery of all courses at regular intervals during the school year: <ul style="list-style-type: none"> -Progress reports detailing students' performance are distributed, mailed, and available on-line at the middle of each Marking Period (4 times annually); -Transcripts including all grades are distributed and mailed after each quarter Marking Period (4 times annually); -Updated transcripts, inclusive of summer grades, are distributed and mailed at the start of the school year; -All students are scheduled for small group or individual appointments with their counselors to discuss academic progress a minimum of three times per school year; -Students requiring more frequent academic check-ins are scheduled for regular small group or individual appointments with their counselors. Students scheduled for graduation within a school year are prescheduled throughout their year of graduation for small group or individual appointments with their counselors to explore options and prepare postgraduate applications.
Annualization	For the majority of courses offered at Bayside High School the curriculum, syllabus, scope, sequence, lesson and unit plans and assessments reflect a September-to-June learning cycle. These are annualized courses. For a small number of courses; the curriculum, syllabus, scope, sequence, lesson and unit plans and assessments reflect a September-to-January or February to June learning cycle. These are semester courses. <ul style="list-style-type: none"> - Annualized courses are cumulative in the measurement of students' progress toward mastery of course content and embedded skills; meaning that assessments ending Marking Period 2 are inclusive of content and skills studied in Marking Periods 1 & 2; assessments ending Marking Period 3 are inclusive of content and skills studied in Marking Periods 1, 2 & 3; and assessments ending Marking Period 4 are inclusive of content and skills from Marking Periods 1 through 4. -Although shorter in duration, semester courses are cumulative in the measurement of students' progress toward mastery of course content and embedded skills; meaning that assessments ending Marking Period 2 are inclusive of content and skills studied in Marking Periods 1 & 2. -Students who fail to demonstrate mastery of course content and embedded skills in Marking Period 1 of any annualized or semester-based course and receive a non-passing grade for Marking Period 1 will be entitled to have a notation of "CR" with appropriate credit value added to their transcript if they demonstrate mastery of course content and embedded skills in Marking Period 2, as evidenced by their receiving of grade of 65+ for the course or by their receiving a grade of 65+ (55+ for SWDs) on that course's Marking Period 2 Quarterly Assessment of Mastery (QAM).

<p>Demonstration of Mastery of Course Content & Embedded Skills</p>	<p>Bayside High School's Grading Policy is informed by the requirement that assessments which contribute toward students' grades are aligned with the applicable standards and designed to measure students' progress in mastering course content and the skills embedded in a course's curriculum.</p> <p>Each Marking Period, students will complete an assessment (either in the form of an exam or in the form of a project) which is designated to be the Quarterly Assessment of Mastery (QAM) for that particular course.</p> <p>Each's course's QAM will be collaboratively designed by a team of teachers who teach the course with the appropriate Assistant Principal and be administered to all students within all sections of the course. A student's QAM will contribute to their overall grade for the Marking period. Students not taking the QAM without acceptable written medical documentation will receive a failing grade of "45" for the missed QAM.</p> <p>Students who do not pass a course in any Marking Period but are successful in passing that's course's QAM will receive the non-passing course grade as recorded by the teacher (which will factor into their Cumulative Grade Point Average) and will simultaneously receive a notation of "MP" with appropriate credit on their transcript.</p>			
<p>Multiple, Differentiated Assessments</p>	<p>Bayside's Grading Policy requires that students be assessed in multiple and different ways to enable each student to develop and demonstrate their progress and mastery in accordance with the research-based findings of Marzano, Reeves & Gardner. As such values and weights have been assigned to each type of assessment:</p>			
	<p>Demonstrating Mastery of Content 70%</p>		<p>Demonstrating Effort 30%</p>	
<p>Subject Areas:</p>	<p>2 to 6 Major Assessments (45% total)</p>	<p>2 to 10 Minor Assessments (25% total)</p>	<p>5%</p>	<p>25%</p>
<p>ELA/ESL & LOTE:</p>	<p>Tests, Major Projects & Essays</p>	<p>Quizzes & Mini-Projects</p>	<p>Homework <i>min #: 5</i> <i>max #: 35</i></p> <p>Participation <i>See rubric below</i></p>	
<p>Social Studies</p>	<p>Tests</p>	<p>Quizzes & Mini-Projects</p>		
<p>Math, Health & Sports Med</p>	<p>Tests & Major Projects</p>	<p>Quizzes & Mini-Projects</p>		
<p>Art</p>	<p>Projects</p>	<p>Tests, Quizzes, Mini-Projects</p>		
<p>Music</p>	<p>Major Performances & Compositions</p>	<p>Quizzes & Mini-Projects</p>		
<p>Science Courses w/Labs (Missed labs must be made up within two weeks)</p>	<p>Quizzes, Tests & Projects</p>	<p>25% Labs</p>		
<p>Science Courses without Labs</p>	<p>Tests</p>	<p>Quizzes & Mini-Projects</p>		
<p>Physical Education</p>	<p>Tests</p>	<p>Quizzes & Time on Task</p>	<p>Preparation: <i>min #: 5 max #: 35</i></p>	

Participation Rubric (counts for 25% of a student's grade per above chart)
100 –attentive; engaged; cooperative; active; consistent; participates; high level of interest
90 – motivated: attentive: engaged: & cooperative most of the time; participates in class activities; displays interest in coursework.
80 –attentive & engaged at times: participation in class activities interrupted by off-task activities; interest in coursework is inconsistent.
65 - attends class 2/3 or more; attention & engagement in class activities limited; engages in off-task activities more often than participates; displays some disinterest in coursework.
55 – attends class less than 2/3; overtly disengaged; attention & engagement are rare; engages in off-task activities most of the time; displays disinterest in coursework.
45 – a student who has less than attended less than 2/3 of classes and has academically failed.

Recording of Grades	All grades submitted conform with the requirements of the NYCDOE High School Academic Policy (2015). Numeric grades are to be used for all credit-bearing courses except as described below. These are permissible grades:	
	65-100	Passing grades
	55	Academic failure.
	45	Academic failure and attended less than 2/3 of classes.
	NX	Incomplete- major assignment owed. This grade must be replaced by a numeric grade in the succeeding Marking Period. This grade cannot be used for the final Marking Period of a class (MP2 for semester courses; MP4 for annualized classes).
	NL	Student has been enrolled in a class for less than one-half of the Marking Period and a grade cannot be determined. This grade must be replaced by a numeric grade in the succeeding Marking Period. This grade cannot be used for the final Marking Period of a class (MP2 for semester courses; MP4 for annualized classes).
	Note 1:	Teachers of multiple period classes need submit grades for only the first period's code. The grade will be replicated for the other periods.
	Note 2:	Teachers of Regents Science classes must enter the cumulative number of labs completed (under the EXAM column of the RECITATION).

2. Promotion Policy

Promotion Level*	Promotion Standards:
From 9 th to 10 th	Cumulative: at least 11 credits: Must include 2 credits each in English or ESL; Math; Social Studies; Science; 1 full credit in Physical Education; 1 full credit in Health Education; PLUS Passing 1 Regents in Science & 1 Regents in Math**
From 10 th to 11 th	Cumulative: at least 22 credits: Must include 4 credits each in English or ESL; Math; Social Studies; Science; 2 full credits in Physical Education; PLUS Passing 1 Regents in Science & 1 Regents in Math & 1 Regents in Social Studies**
From: 11 th to 12 th	Cumulative: at least 33 credits: Must include 6 credits each in English or ESL; Math; Social Studies; Science; 3 full credits in Physical Education; PLUS Passing all 5 NYS required Regents: English; Global; US; any Math & any Science** PLUS Demonstration of College Readiness in ELA and Math or NYSED Standard for SWDs*** PLUS (effective Spring, 2017) attempting either the ACT or SAT Exam at least once.

***Note:**

-Students cannot be promoted within the year that their cohort starts 9th grade. For example, students in cohort 2016 cannot be promoted until the end of school year 2015-16.

-Except for students in their cohort year as 9th graders (per above), students will be promoted to grade levels as per their individual achievement. This may result in students being promoted in advance of their cohort peers.

****Note:**

-For promotion purposes, “passing” on any Regents is 55+ for students with IEPs & 65 for all other students.

-Regents passed in 8th grade are included when evaluating students for promotion.

-Students’ performance on Regents is found at the end of their Permanent Record under “Exam Summary”

-Absences or disbarment from Regents Exams are no longer reflected on students’ Permanent Records.

*****Note:**

-College Readiness in ELA is considered to be a grade of 75+ on the NYS ELA Regents or CCLS ELA Regents.

-College Readiness in Math is considered to be a grade of 80+ on any NYSED Math Regents or 70+ on any CCLS Math Regents plus additional course-based requirements. For promotion (but not for College Readiness) purposes; these requirements can be fulfilled by SWDs with a 65+ on the NYS ELA Regents or CCLS ELA Regents and a 65+ on any NYS or CCLS Math Regents.

3. Academic Honors & Ranking

Honors' Weighting	<p>Each Bayside High School student has the opportunity to be an honors student. There are no segregated "honors classes." Students who demonstrate mastery of course content and embedded skills and exceed a course's learning standards earn honors weighting of their grades in all subject areas except for Physical Education classes taught in gyms.</p> <p>Students earning a grade of 90% or higher earn an honors' weighting of 1.05 of their grade. Students earning a grade of 65% or higher for Advanced Placement courses or for courses designated as carrying college credit earn an honors' weighting of 1.1 of their grade. Students who do not sit for an AP exam will have AP code and weight removed. Note that in either case, the grade submitted by the teacher is not changed; the weighted value of the grade is reflected only in the calculation of the student's cumulative grade point average.</p>
Honor Roll	<p>Each marking Period, students who earn a grade of 90+ in all of their courses (including Physical Education classes taught in gyms) are placed on the Bayside Honor Roll for that Marking Period and their Bayside High School CVs are noted with same.</p>
Ranking	<p>Students are ranked once in their high school career at Bayside High School- as of the finalization of their 7th semester (mid-point of their 4th year). In order to be ranked, a student must be in the graduating cohort (e.g. students in the 2013 cohort being the current 2017 graduation candidates), must have completed two full years at Bayside High School, and have earned 21 or more credits with grades from Bayside High School.</p> <p>Initial ranking is derived entirely from the students' weighted (see above) Grade Point Average. The Assistant Principal Safety & Student Life also reviews the student's records for disciplinary infractions, punctuality and attendance and may remove the rank of a student with an extensive adverse history of any of these.</p> <p>Once ranking is finalized by the Assistant Principal of Student Services, no subsequent changes of grades are considered in adjusting a student's rank. The highest ranking student who graduates in June is the valedictorian; the second highest ranking student is the salutatorian. In the event of a tie, the students share the honor. There is no ranking of students who graduate in August or January and no student graduating early (not being in the graduation cohort) can be ranked.</p> <p>Appeals concerning ranking are made to the Assistant Principal of Student Services who, in consultation with the Principal, will render any final decision concerning appeals.</p>
Honors at Graduation	<p>Valedictorian: This honor is reserved for the student whose cumulative high school average of all numerical grades (excluding Physical Education), through and including the seventh term, ranks first in the graduating class. When two or more students have achieved the same average and are ranked number one, both shall be designed Valedictorian. Students ineligible for ranking cannot be awarded Valedictorian status.</p> <p>Salutatorian: This honor is reserved for the student whose cumulative high school average of all numerical grades (excluding Physical Education), through and including the seventh term, ranks second in the graduating class. When two or more students have achieved the same average and are ranked number two, both shall be declared Salutatorian. In the event that a tie for the honor of Valedictorian should occur, the student whose cumulative high school average of all numerical grades (excluding Physical Education), through and including the seventh term, ranks third in the graduating class shall be declared Salutatorian. Students ineligible for ranking cannot be awarded Salutatorian status.</p>

4. Academic Standing	
In Good Standing	Student has passed all assigned courses or has made up any outstanding failures (whether creditable under the NYCDOE High School Academic Standards or not). Student has sat for all scheduled Exams including APs; Regents; CCLS; and NYSESLAT (if required).
Probation: Exam	<p>Student has passed all assigned courses or has made up any outstanding failures (whether creditable under the NYCDOE High School Academic Standards or not) but has been barred or absent from a scheduled Exam without an acceptable written medical excuse.</p> <p>Remedy: Student will be rescheduled to take the same exam in the next testing cycle and must sit for it as well as any other scheduled exams.</p>
Probation: Credits	<p>Student has sat for all scheduled Exams including APs.; Regents; CCLS; and NYSESLAT (if required), but has not passed one or more courses in one or more Marking Periods. “Not passed” includes grades below 65 and all other non-credit bearing grades (e.g. NX, NL, INC, etc.). “Not passed” also includes courses failed at other schools which transfer onto a student’s record.</p> <p>Remedy 1: While still enrolled in a course, a student may demonstrate mastery of content and embedded skills by passing that course’ quarterly mastery exam (or assigned mastery project). A grade of 65+ (55+ for SWDs) will be considered passing for all quarterly mastery exams (or assigned mastery projects). In such cases, the initial failing grade will remain on the student’s permanent record unless changed by his/her teacher via a signed “change of grade” form and an indicator of “MP” (Mastery Passed) with the appropriate credit value will be added.</p> <p>Remedy 2: While still enrolled in a course, a student may earn back-credit for a Marking Period he/she initially failed by earning a passing grade or “MP” (per above) in a subsequent Marking Period. In such cases, the initial failing grade(s) will remain on the student’s permanent record unless changed by his/her teacher via a signed “change of grade” form. An indicator of “CR” (Credit Restored) with the appropriate credit value will be added for previously failed Marking Periods of the course. This remedy is available for annualized courses or, in the case of semester-based courses, for failures within the first Marking Period that are followed by a passing grade or “MP” in the second Marking Period.</p> <p>Remedy 3: Three times per year, the Bayside Academic Practices Panel will review the permanent records of all students that indicate a deficit between credits attempted and credits earned to confirm which failed credits have not been addressed by the above Remedies 1 or 2. Students no longer taking nor repeating the course(s) associated with such unaddressed failed credits will then be assigned an intensive, project-based course of study, aligned with applicable NYS commencement-level learning standards under the supervision of a teacher certified in the area of the unaddressed failed credits to complete except in cases where the student did not pass both the course and associated Regents for:</p> <ul style="list-style-type: none"> -English Language Arts; or -Global History & Geography; or -United States History; or -any Math to be used toward fulfilling Exam graduation requirements; or -any Science to be used toward fulfilling Exam graduation requirements; <p>Timely and successful completion of the intensive course & any associated project (s) (as indicated by a grade of 65+ or 55+ for SWDs) and will result in the unaddressed failed credits being considered made up for purposes of Bayside High School Academic Standing.</p>

	<p>The successful completion will be recorded on the student’s Permanent Record subject to the guidelines set forth in the NYCDOE High School Academic Standards (September, 2016) which include:</p> <ul style="list-style-type: none"> -the unaddressed failed credits must be made up in the summer or semester following the original failure’s date. As course grades at Bayside High School are finalized in January (for semester-based courses offered in Fall); or June (for semester-based courses offered in Spring and for annualized courses); or in August (for summer courses); the deadlines for making up courses is: August (for courses failed in January); or January (for courses failed in June) or June (for courses failed in August). - the unaddressed failed credits made up cannot exceed three credits in the four core subjects (ELA/ESL; Math; Social Studies; Science) that will be used toward fulfilling a student’s subject requirements for graduation; - a student must have attended 2/3 of the class days of the originally failed course <p>Successful completion of makeup assignments that are not creditable under the NYCDOE High School Academic Standards (September, 2016) requirements will be recorded on a student’s Permanent Record under the “Miscellaneous/ Guidance” section indicating the course made-up; the semester in which the course was made up and indicating no credit value.</p>
	<p>Remedy 4: Students who did not pass both the course and associated Regents for:</p> <ul style="list-style-type: none"> -English Language Arts; or -Global History & Geography; or -United States History; or -any Math to be used toward fulfilling Exam graduation requirements; or -any Science to be used toward fulfilling Exam graduation requirements; <p>will be programmed to repeat the entire course either in summer (if offered) or in the subsequent school year.</p> <p>Students who did not succeed in making up any other unaddressed failed credits through remedies 1, 2, or 3 (above) will also be programmed to repeat the entire course either in summer (if offered) or in the subsequent school year. Exceptions may be considered for courses for which the student received a final grade of NL, NX, or INC.</p> <p>For courses repeated during the summer, the student will be considered to have addressed the previous failure by passing the repeater course. For courses repeated in a subsequent school year, the student will be considered to have addressed the previous failure once the repeater course is underway. Note that failing any repeater course would lead loss of Academic Good Standing due to the new failure.</p>

Note:

It is the policy of the New York City Department of Education to provide equal educational opportunities without regard to actual or perceived race, color, religion, creed, ethnicity, national origin, alienage, citizenship status, disability, weight, gender (sex) or sexual orientation, and to maintain an environment free of harassment on the basis of any of these grounds, including sexual harassment or retaliation. Inquiries regarding compliance with appropriate laws may be directed to:

**Director, Office of Equal Opportunity, 65 Court Street, Room 1102, Brooklyn, New York 11201.
Telephone 718-935-3320**