

Pembroke Academy

Competency-Based Grading Reference Page

COMPETENCY-BASED GRADING

Pembroke Academy uses a competency-based grading system. This means that student learning is measured against a clearly defined body of knowledge or skill set (referred to as a “competency” or “standard”). Each course has 4-6 competencies associated with it. Students are expected to be proficient in each of these competencies by the end of each course. For each competency, teachers have identified benchmarks that indicate that the student is growing and making progress toward proficiency in each competency. To do this, teachers use **FORMATIVE** assessments to help gauge student learning and understanding. When the teacher thinks their students are ready, they then use **SUMMATIVE** assessments to determine whether or not the student is proficient in a competency. At Pembroke Academy, a student must achieve a score of “70” or higher to be considered proficient in a competency.

Formative Assessments

These assessments are used when students are still learning a skill and therefore formative assessments do not have significant impact on students’ academic grades. Their primary purpose is to provide feedback to the learners as they continue to work towards mastery of a skill. This feedback informs the student of their progress and can inform the teacher as to the areas the student still needs to develop in order to design targeted instruction.

Summative Assessments

These assessments are used when students have learned the skill and therefore have a significant impact on students’ academic grades. Their primary purpose is to assess the level of proficiency a student has on the skill or skills they have been working on through the use of direct instruction and formative assessments.

GRADES AND GRADE REPORTING

Marking System

The following letter grades and their numerical designations are in current use at the Academy:

A+ = 97-100	B+ = 87-89	C+ = 77-79	F = 0-69
A = 94-96	B = 84-86	C = 74-76	
A- = 90-93	B- = 80-83	C- = 70-73	

Students will receive the numerical grade earned. The lowest passing grade is 70.

Incompletes

When there are extenuating circumstances (i.e., chronic/acute illness) a student, after consulting with the classroom teacher and after receiving administrative approval, may request or be assigned an incomplete. The student is expected to complete the work for a grade in a timely manner, as agreed upon with the teacher. **All incomplete grades must be rectified within 2-4 weeks.** Exceptions may only be granted in special circumstances by an administrator.

Earning Credit

Students earn credit in a given course by:

- Earning a minimum **overall average of 70**; and
- Earning a minimum grade of **70 in each competency** category; and
- Earning a minimum grade of **60 on mid-term and final** assessments.

If a student earns below a 70 in a competency category (and still earns higher than a 70 overall in the course) they may have the opportunity, working with their teacher, to complete competency recovery. By successfully completing the competency recovery contract, the student may raise their competency category average to a maximum of 70.

Students who earn an overall average higher than 70 but do not earn at least a 60 on the final assessment may have the opportunity to complete credit recovery with their teacher. Formative assessments are not a competency.

RECOVERY

Students can be granted opportunities to prove their learning if they have improved their skills, but students also need to demonstrate that they have acquired those skills. The *Pembroke Academy Recovery Contract* should be used to help facilitate this process.

Recovery Process

Step 1 - The teacher can begin the recovery process at anytime with no paperwork.

Step 2 - The teacher can develop a written contract for the student which outlines an individualized timeframe as determined at the teacher's discretion for recovery. This contract is signed by the teacher, student, parent, counselor and/or administrator (as well as the case manager if applicable).

Step 3 - An educational team meeting is convened to discuss interventions and future plans for recovery.

* Note that a result of the recovery process may be to retake the course.

Recovery Guidelines:

- A. All recovery needs to be completed by the interim report or by the end of the semester (extenuating circumstances are determined by the teacher).
- B. Students may initiate the recovery process.
- C. The terms and timeline of recovery are always at the teacher's discretion.

Summer School Criteria

A student may be eligible for competency recovery during summer school if they:

- Failed no more than two competencies.
- Have received the recommendation of the teacher to recover competencies through summer school.