

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PUPILS

TITLE: ASSESSMENT OF STUDENT
PROGRESS

ADOPTED: December 18, 2003

REVISED: November 17, 2011, June 15, 2023,
January 18, 2024

<p>1. Purpose Pol. 212</p>	<p style="text-align: center;">213. ASSESSMENT OF STUDENT PROGRESS</p> <p>The Joint Operating Committee recognizes that a system of assessing student achievement can help students, teachers, and parents/guardians to understand and evaluate a student's progress toward attaining educational goals, academic standards and established competencies.</p> <p>Student assessment and school grading practices are designed to:</p> <ol style="list-style-type: none"> 1. Provide for the evaluation of student progress in three (3) basic areas: <ol style="list-style-type: none"> a. Employability. b. Technical. c. Academic. 2. Provide an overall grade that reflects the total progress of the student as it relates to each academic and career and technical program's goals and objectives, as well as the student's ability and aptitude for the program. 3. Offer students and parents/guardians: <ol style="list-style-type: none"> a. An overview of the grading system at the time of enrollment. b. Written communication at critical points including four (4) formal report cards, progress reports, letters of commendation, etc. c. An understanding of PA Academic Standards and State Programs of Study (POS). d. An understanding of the Keystone exams and alternate pathways to graduate and the requirement to earn a diploma and demonstrate career readiness to graduate.
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	<p>e. An understanding of end-of-program career and technical assessments such as NOCTI, NIMS, etc.</p>
<p>2. Definition Title 22 Sec. 4.11</p>	<p>Assessment shall be the system of measuring, recording, and communicating student progress and achievement that enables the student, parents/guardians and teachers to determine a student's attainment of established academic standards and competencies and to:</p> <ol style="list-style-type: none"> 1. Learn the student's strengths and weaknesses and prescribe appropriate remedial work. 2. Plan an educational and career future for the student in areas of the greatest potential for success. 3. Measure student achievement as related to attainment of PA Academic Standards and industry/nationally recognized standards and certifications.
<p>3. Authority SC 1531, 1532 Title 22 Sec. 4.11, 4.31, 4.51, 4.52</p>	<p>The Joint Operating Committee directs that the school's instructional program shall include a system of assessing all students' academic progress. The system shall include descriptions of how achievement of academic standards and student competencies based upon performance standards will be measured and how this information will be used to assist students having difficulty meeting required standards and competencies.</p>
<p>Title 22 Sec. 4.52</p>	<p>Students with disabilities shall be included in the school's assessment system, with appropriate accommodations when necessary.</p>
<p>Title 22 Sec. 4.31, 4.52</p>	<p>The school's assessment system shall include a variety of assessment strategies which may include:</p> <ol style="list-style-type: none"> 1. Written work by students. 2. Scientific experiments conducted by students. 3. Demonstrations, performances, products or projects by students related to specific academic standards and established competencies. 4. Examinations developed by teachers to assess specific academic standards and competencies. 5. National and state achievement and certification tests. 6. Diagnostic assessments.

<p>4. Delegation of Responsibility Title 22 Sec. 4.52</p> <p>5. Guidelines</p>	<p>7. Evaluations of portfolios of student work related to achievement of academic standards and competencies.</p> <p>8. Quarterly and final exams.</p> <p>9. Other measures, as appropriate, which may include standardized tests.</p> <p>The Administrative Director or designee shall develop and implement procedures to assess and communicate student progress, in accordance with the school's goals and regulations of the State Board of Education.</p> <p>Students shall receive a Carbon Career & Technical Institute report card four (4) times per year. No student will receive a grade below 50% for the 1st marking period. Grades shall be designated numerically on the report cards, progress reports, and permanent records, as follows:</p> <p style="padding-left: 40px;">A = 90 - 100</p> <p style="padding-left: 40px;">B = 80 - 89</p> <p style="padding-left: 40px;">C = 70 - 79</p> <p style="padding-left: 40px;">D = 60 - 69</p> <p style="padding-left: 40px;">F = 0 - 59</p> <p style="padding-left: 40px;">I = Incomplete</p> <p style="padding-left: 40px;">E = Exempt</p> <p style="padding-left: 40px;">P = Pass</p> <p style="padding-left: 40px;">F = Fail</p> <p>An incomplete grade indicates that the student has not finished his/her work for the marking period, usually because of some form of absence. The work shall normally be made up within two (2) weeks of the new marking period. At that time the incomplete (I) grade shall be changed by the teacher to a final numeric grade. If the work is not complete, upon investigation, the student may receive a zero (0) for the incomplete work.</p> <p>Progress reports will be distributed each marking period (4). Progress reports shall communicate positive and negative information. Progress reports will ensure that both student and parent/guardian receive ample warning of a pending grade of</p>
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	<p>failure or one that would adversely affect the student's status. Grading will objectively evaluate students' academic efforts. Discipline shall not be a criterion for determining grades.</p> <p>If a student fails to achieve a passing final grade in a career and technical program, s/he shall not return to the same program the following year. Furthermore, that student shall be required to reapply to the school, meet with school officials, and be placed under a performance contract prior to readmission. Readmission shall not be automatic.</p> <p>At the end of each marking period an Honor Roll list will be published:</p> <ol style="list-style-type: none">1. A student who excels with all A's in both his/her career and technical program and academic subjects will be placed on the Director's High Honors List.2. A student who attains all A's and B's with no more than four B's will be placed on the Principal's List.3. A student who attains all A's and B's with only one (1) C will be placed on Honorable Mention.
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