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TO: Candy deCsipkes, Naomi Ledbetter

FROM: Cynthia Alexander

DATE: May 16, 2018

RE: Policy Review – May 18, 2018 Meeting

The Policy Sub-Committee is scheduled to meet on Friday, May 18, 2018 at 8:30 a.m. at the RSU5 Central Office.

**Agenda**

IKAB – Grading and Reporting System

JEA – Compulsory Attendance

Regional School Unit No. 5

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**GRADING AND REPORTING SYSTEM-REPORTING STUDENT PROFICIENCY**

The purpose of RSU No. 5's grading and reporting system is to provide ~~students and parents~~ with timely information concerning student progress toward, and achievement of, proficiency in the content areas of Maine's system of Learning Results and the cross-curricular Guiding Principles of the Learning Results.

The Superintendent will be responsible for ensuring the development of a system for communicating information regarding student achievement and academic progress to students and parents. This system shall be approved by the Board.

Students and parents/guardians will be informed at regular intervals of their academic progress through reporting and other written/digital means.

~~For the Classes of 2018, 2019 and 2020, At the high school level, reports cards to parents will indicate the numeric grade- proficiency level on a 0-100 scale. For the class of 2025 and beyond, the proficiency levels 1-4 will be used at the high school.~~

~~For the Classes of 2021 and beyond, PreK-8 report cards to parents will indicate the proficiency level within the various content areas upon which the grades are based.~~

In PreK-8, Ggrades will be reported by level of proficiency and descriptions of proficiency, but the grading system must include at least the following levels of proficiency:

<u>Proficiency Level</u>	<u>Proficiency Description PK-5</u>	<u>Proficiency 6-12</u>
4	Extending	Exceeds the Standards
3	Achieving	Meets the Standards
2	Developing	Partially Meets Standards
1	Beginning	Does Not Meet Standards

<u>Proficiency Level</u>	<u>Proficiency Description</u>
4	<u>Distinguished</u>
3	<u>Proficient</u>
2	<u>Developing</u>
1	<u>Beginning</u>

Schools may report in finer increments in between the proficiency levels.

Standards and proficiency indicators will be expressed consistently at each grade level and each school in the school unit.

Grading will reflect an aggregation of information gleaned from multiple and varied opportunities for student demonstration of proficiency progress.

~~For pre-K- grade 5 students,~~ The Board encourages narratives and other forms of reporting as well as proficiency levels in order to make student progress more readily understandable to parents.

For grades 6-12, reporting will list each course by name and the pathway through which it was completed (e.g., course, honors, AP, vocational, dual enrollment, independent study) as well as the proficiency level.

Grade point average will be included in the final reporting cards of the year in grades 9-12.

For the class of 2021 and beyond, at all levels, "Habits of Work" will be reported separately from academic proficiency progress.

Interim progress reports indicating deficiency or a need for remedial intervention, or a significant improvement in performance may be issued at any time.

The principal or designee will provide written notification to students and parents by February 15 if the student may not advance to the next grade level or if the student may not qualify for a high school diploma because he/she has not met the required standards.

Cross Reference:     IK — Student Achievement/Evaluation of Student Achievement  
                          IKC — Transcripts and Academic Achievement  
                          IKE — Promotion, Retention and Acceleration  
                          IKF— Graduation Requirements  
                          ILA — Student Assessment/Local Assessment System

Adopted: February 24, 2010

Reviewed: December 12, 2012

Revised: May 24, 2017

Revised:

### COMPULSORY ATTENDANCE

Under state law, full-time school attendance is required of all children from their 7th to their 17th birthday except:

- A. A person who graduates from high school before their 17th birthday;
- B. A person who has:
  - 1. Reached the age of 15 years or completed the 9th grade;
  - 2. Permission to leave school from that person's parent;
  - 3. Been approved by the principal for a suitable program of work and study or training;
  - 4. Permission to leave school from the Board or its designee; and
  - 5. Agreed in writing with that person's parent and the Board or its designee to meet annually until that person's 17th birthday to review that person's educational needs. When the request to be excused from school has been denied pursuant to this paragraph, the student's parent may appeal to the Commissioner; or
- C. A person who has matriculated and is attending an accredited, post-secondary, degree-granting institution as a full-time student. An exception to the attendance in public school under this paragraph must be approved by the Commissioner.

#### Alternatives to Attendance at Public Day School

- A. Equivalent instruction alternatives are as follows:
  - 1. A person shall be excused from attending a public day school if the person obtains equivalent instruction in:
    - a. A private school approved for attendance purposes pursuant to 20-A MRSA § 2901;
    - b. A private school recognized by the department as providing equivalent instruction;
    - c. A home instruction program that complies with the requirements of 20-A MRSA § 5001-A(3)(A)(4); or

- d. Any other manner arranged for by the Board and approved by the Commissioner.
- B. A person may be excused from attendance at a public day school pursuant to 20-A MRSA § 5104-A (other public or private alternative programs) or § 8605 (student attendance in adult education courses).

**Credit for Attendance at a Private School**

A student shall be credited with attendance at a private school only if a certificate showing the name, residence and attendance of the person at the school, signed by the person or persons in charge of the school, has been filed with the school officials of the administrative unit in which the student resides.

**Discontinuation of Home Instruction**

If the home instruction program is discontinued, students of compulsory school age must be enrolled in a public school or an equivalent instruction alternative as provided for by law. The receiving school shall determine the placement of the student. At the secondary level, the principal of the receiving school shall determine the value of the prior educational experience toward meeting the standards of Maine's system of Learning Results.

**Excusable Absence**

A person's absence is excused when the absence is for the following reasons:

- A. Personal illness;
- B. An appointment with a health professional that must be made during the regular school day;
- C. Observance of a recognized religious holiday when the observance is required during the regular school day;
- D. A family emergency;
- E. A planned absence for a personal or educational purpose that has been approved;

- F. Education disruption resulting from homelessness, unplanned psychiatric hospitalization, unplanned hospitalization for a medical emergency, foster care placement, youth development placement or some other out-of-district placement that is not otherwise authorized by either any individual education plan or a superintendents' student transfer agreement. "Education disruption" does not apply to a student who is out of school for 10 or more consecutive school days as a result of a planned absence for a reason such as a family event or a medical absence for planned hospitalization or recovery.

Parents are responsible for the school attendance of students who are under 17 years of age. The Board shall work with families in an effort to ensure compliance.

Secondary school students 20 years of age or more will only be admitted to the school unit with prior Board approval.

Legal Reference: 20-A MRSA § 5001-A; 5003; 5201  
Ch. 125 § 8.06 (Maine Dept. of Ed. Rules)

Cross Reference: IHBG - Home Schooling  
JFC - Student Withdrawal From School/Dropout Prevention Committee  
JHB - Truancy

Adopted: July 8, 2009  
Reviewed: January 23, 2013