

Dear Parents and Guardians:

Below you will find the grading guideline that CCA follows to ensure fair and accurate grading for your child within our NET program for students striving for a Regents or Local diploma. Along with these guidelines, each academic teacher will provide and review with your child a course description and the topics that will be covered over the course of the school year. I strongly encourage you to review these items with your child so that they understand what is expected of them. The guidelines are as follow:

Quarterly Grading Guideline:

50% = Tests and Projects (including mid-term and final exams).

30% = Classwork and participation

20% = Homework and quizzes

- Below 80% attendance will result in a class participation grade of a 55, unless extenuating circumstances exist that have been reviewed by Principal.
- Students must be enrolled in a class for at least 3 full weeks to receive a grade.

Attendance:

- A student must be present *at least* 60% of a class' meeting times to earn a passing grade for the quarter. This includes if they are working in person or remotely from home.
- Extenuating circumstances will be reviewed by administration (I.e. An extended medical related absence documented by a M.D.).

Late or "make-up" work:

- Late or "make-up" assignments and assessments (I.e. projects, classwork, homework, tests, quizzes, etc.) will not be accepted after two weeks beyond the original due date.
- Anything submitted late will automatically be reduced by five (5) points for the first week, and ten (10) points if submitted within the second week. This is not cumulative, it is a deduction of either five or ten points, not both.
- Any late or "make-up" work will only be accepted up until the last day of the quarter.
- Extenuating circumstances will be reviewed by administration (I.e. An extended medical related absence documented by a M.D.).
- Final Grade Policy: 100% = Quarterly Grades (25% for each quarter)
- Midterm Exams and Final Exams count as a quarterly exam grade.

Should you have any questions on this guideline, or any other questions, I can be reached at (516) 396-2900.

Sincerely,

Jeannine Stutz
Principal

Center for Community Adjustment's (C.C.A.) Mission Statement: *We provide specially designed instruction to meet the unique social-emotional, academic, behavioral, and transitional needs of each of our students. Through a collaborative process between students, staff, families, school districts, and outside agencies we create a safe and supportive learning community that allows students to become productive, functional, and independent members of society.*