

SEGUIN HIGH SCHOOL

ACADEMIC EXCELLENCE POLICY

Philosophy:

The Seguin High School Academic Excellence Policy is based on the foundation that grades earned should reflect MASTERY of standards for each course and assessment FOR learning. SHS holds students ACCOUNTABLE for learning and sets high expectations with support.

Within the Academic Excellence Policy, **teachers MUST follow ALL IEP, 504, and ELL Accommodations** for identified students.

This policy applies to ALL Seguin High School courses for ALL students, including Pre-AP and AP. Dual credit courses must comply with university grading policies.

Make Up Opportunities for All Students in a Six-Week Grading Period: Students must complete make-up work prior to the end of the FIFTH (5th) week of the Six Weeks.

ABSENCES/MISSED WORK

Guidelines for missed work due to absences (school related and non-school related) are addressed in the Makeup Work section of the SHS Student/Parent Handbook.

ASSIGNMENT/TEST MAKE-UP OPPORTUNITY

Only grades less than 70 can be made up.

The makeup process is a shared responsibility between teachers, students, and parents.

Make-up Opportunity Criteria (Does not apply to checkpoints):

- A minimum of one make-up-opportunity per assignment
- Assignment/Test make-up must be within **five** days of assignment/test return date.
- Make-ups will be done outside of the regular school day.
- Make-up grade will be no greater than a 70. If the original and reassessment are both below 70, the higher of the two will be recorded in the grade book.
- Refusal to complete an assignment will result in a 0 (zero) and make-up policy applies.

LONG TERM PROJECTS/ASSIGNMENTS – TEST GRADES

Long term projects/assignments are due as assigned. Teacher is responsible for monitoring progress with periodic checks of rubric expectations. *Students are expected to assume personal responsibility for completing assignments missed after an absence. Long-term projects, research papers and assignments with specific due dates, which are made prior to the absence, are due on the designated day. Students who are absent the day of a test are expected to take the test the day they return to school* (Refer to “Makeup Work” section in SHS Student/Parent Handbook). Long term projects/assignments turned in late will be graded the same as all other papers; however, the grade earned will be reduced by 10 points for each day late.

LATE WORK – Daily Grades ONLY

ALL assignments are due as directed by the teacher. Assignments turned in late will be graded like all other papers; however, late assignments will be accepted up to 5 days after the due date for a maximum of 80 points. See Advanced Placement Contract and Dual

ACADEMIC DISHONESTY (CHEATING, FRAUD OR PLAGIARISM)

1st infraction:

- 0 (zero) on daily, test or major grade; can redo for a maximum grade of 50 and parent contact

2nd infraction:

- 0 (zero) on daily, test or major grade; no redo and Parent/Student/Teacher Conference to develop prevention plan

3rd infraction:

- 0 (zero) on daily, test or major grade; no redo. Referral to grade level Administrator and Counselor with Behavior Contract and Parent/Teacher/Student/Administrator Conference

See Advanced Placement contract and Dual Credit guidelines for course-specific information.