Proficiency Based Learning and Diploma
Recommendations from Administrative Team

High School – Recommendations

Proficiency and Standards - Standards are currently being used in all courses at SHS. They define what students are expected to know and demonstrate. Beginning with the 2018-19 school-year, standards for all courses will be shared with parents and students through a common syllabus template provided at the beginning of every course.

- Summative assessments will have areas of learning identified on the assessment as well as in IC, in order to help inform parents and students what was assessed
- Measuring and recording “Proficiency” of standards will not be used. The process implemented for measuring proficiency for the class of 2021 will no longer be used.
- Only 0 to 100 traditional grading will be used for all graded and courses – the same grading process that has been used at SHS in the past.

Passing grades
- Passing will be 70 or greater for all classes (77 was used for the class of 2021 to indicate proficiency)
  - Grades from the last year’s Freshman class will be adjusted to reflect the above change

Summative and Formative Assessments
- All courses in Grades 9-12 will use the same weighting for assignments and assessments:
  - Formative - 15% (Quizzes, homework, practice work)
  - Summative - 85% (Tests, projects, reports, etc.)

Retakes Recommendation for Summative Assessments (Test, Projects, Reports, etc.)
- To encourage all students to do their best we recommend continuing to allow students to retake summative assessments.
- If a student fails a summative assessment, they will continue to be allowed to retake it until they earn a grade of 70 or higher.
  - All courses will average the score from the original assessment with all retakes and that averaged score will be entered into the grade book.
  - Example: Test #1 score – 50; Retake score #1 – 65; Retake score #2 - 80 (student has now achieved a passing score)
    - Average of all three scores = 65. This grade will be entered into IC gradebook.
- Retaking for a higher grade. Students who earn a passing score on a summative assessment, but would like to try for a higher score, may retake the summative assessment. The scores from the original and all retakes would be averaged together and that one score will be entered for that test grade in IC.
  - Example: Test #1 score – 91; Retake score #1 – 87
    - Average to be entered into IC = 89

Late Work
- Points will not be taken off of academic grades if work is late.

Awarding Credit – Students must earn a final average course grade of 70 or higher to receive credit for a class.
**Report Cards** – A traditional report card listing quarter grades, semester grades, final grades and final exams will be used for all grade levels.

- Standards will not be listed on report card or transcript.

**Habits of Work / Guiding Principles / Soft Skills** – Input from businesses and post-secondary institutions recommend incorporating work habits and soft skills in all classes. SHS and SRTC staff will work this year with students, parents and business / post-secondary representatives to identify skills needed to be successful in life and work, and how they can be incorporated into classes, supported and assessed. The recommendation will be to implement these in the 2019/20 school year.

**Communication to Stakeholders**
- Teachers, students and parents will have an opportunity to provide input and feedback on the recommendations listed above.
- Information about meetings will be distributed email, website and Instant Alert

**Honor Roll, GPA, Transcripts, Class Rank** – All of these programs will continue as they have been implemented in the past.

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**Junior High School – Recommendations**

Sanford Junior High School is the bridge between elementary school and high school. The SJHS teaching staff has utilized the early release professional development time to identify and develop content standards in all disciplines. Performance indicators have also been developed for all standards. SJHS have developed common assessments and scoring criteria is in place for consistency among disciplines and teachers. To help parents understand how their child is doing on each of the standards, we will list the standards for each assessment into infinite campus for parents to be able to access through the IC parent portal.

**Grading System** - Sanford Junior High School will continue with our current grading system which is a traditional 0-100 scale with a corresponding letter grade for the report card. There will continue to be an academic performance level grade scale on the bottom of the report card which converts the numerical score (0 - 100) to the letter grade (A through F).

- Sign-ups for the infinite campus parent portal and tutorials will be offered to families during open house and parent teacher-conferences in the fall.

**Positive Incentive Program** - Sanford Junior High School will continue to utilize it’s positive incentive program for overall excellent effort and attitude across all content areas. SJHS along with the elementary and high school will work on developing scoring criteria for work habits and citizenship. This will be a professional development focus for this upcoming school year (2018-2019). These areas will eventually be reported out separately. All stakeholders (including students and parents) will have opportunities for input before implementation through surveys and follow-up forums.

The plan for this upcoming 2018 - 2019 school year is to have all student at SJHS in grades 6 - 8 on the same grading and reporting system which we have used previously. The projected plan for the following year (2019 - 2020) is to have grade 5 continue with the elementary grading system. This will support the work that grade 5 teachers have done and are familiar with as well as better fit the team structures and developmental needs of 5th grade students.

**Alignment** - The plan is to work closely with the high school to align our practices around re-takes / make-ups, late work and honor roll to make sure our practices are both consistent and developmentally appropriate. We are essentially not doing anything different at SJHS. Our standards are being used to better define our curriculum. We are working on better consistency.
Elementary Recommendations

Standards for Each Grade Level and Subject Area
We have standards in place for ELA, math, science, health, physical education, music and art. Our social studies standards follow the Maine Learning Results and will undergo further development in the coming year. We will create grade level brochures to give to parents for the first, second and third trimester that outline the units of study in each content area and the standards covered. These will be shared during the initial parent informational meeting in the fall. In addition, parents will receive brochures during parent teacher conferences and attached to the report card at each trimester.

Scoring Criteria
Scoring criteria has been developed in ELA, math, health, physical education, music and art. During the coming year, teachers will continue to identify common assessments and begin using the scoring criteria that has been developed to assess student performance on the identified standards.

Proposed Changes

Scoring System
Teachers in K-5 will revert back to a 1-4 scoring scale instead of P (Proficient) and IP (In Progress).
- 4-Exceeds Standards
- 3-Meets Standards
- 2-Approaching Standards
- 1-Not Yet Meeting Standards

Teachers and parents have asked to revert back to the 1-4 system to provide more detailed progress about a student's performance. The same scoring scale will be used for academic standards and learning behaviors.

New Report Card Proposal
A report card committee was formed in the winter of 2018. It included teachers at every grade level; administrators and parents from all four schools were invited. They were charged with the task of developing a new standards-based report card. The old reporting system was cumbersome for teachers and difficult for parents to understand. The goal of the committee was to develop a report card that simplified communication of a student’s learning progress.

Teachers will have an opportunity to review the proposed report card in September and provide feedback prior to the report card being finalized.

The district will hold informational meeting at each elementary school in the fall to introduce the proposed report card and provide opportunities for parents to provide feedback. Prior to the first report card being released, teachers will explain the format during parent/teacher conferences.