

Transfer Students

Students transferring from a public school, an MSDE approved nonpublic school (grades 6–12 or grades K–12), or from an out-of-state nonpublic school (credits accepted by the state’s public high schools) will be awarded course credits and grades based upon the student transcript from that educational setting.

Students enrolling from an MSDE non-approved nonpublic school (church exempt) or a home school program (including online, correspondence, virtual, and distance learning high schools) will be awarded credits based on an evaluation of documentation (transcripts, report cards, curriculum content, etc.). A Plan of Action recommendation will be developed by the High School Transfer Liaison. This Plan of Action may require that the student test for credit to determine course proficiency or to be enrolled in and to complete successfully a sequential course. Elective course credit will be determined through documentation without assessment.

Students enrolling from an MSDE approved middle school (K–8), from an MSDE non-approved nonpublic school (church exempt), or from a home school program (including online, correspondence, virtual, and distance learning high schools), may be awarded credit for Algebra I, Geometry, World Language I, and World Language II after successfully testing for credit. Course credits will receive an “S” (Satisfactory) grade without an impact on the GPA.

Grading—Middle & High School

Teachers shall help prepare students for college and careers by providing opportunities for cooperative learning. However, teachers shall provide an individual grade for each student’s work when the student is performing in a cooperative setting.

Teachers will indicate the number (3, 4, or 5) of qualifying assessments, activities, or assignments that demonstrate knowledge of course content, skills and standards per marking pe-

Middle & High School Grading

Calculating Grades
Course and marking period grades are based on the following scale:

100% – 90%	= A
89% – 80%	= B
79% – 70%	= C
69% – 60%	= D
Below 60%	= E

Weighted Grading for Honors, Advanced Placement, Post AP, and International Baccalaureate Classes

	Unweighted	Honors	AP, Post-AP, IB
A	4.0	4.5	5.0
B	3.0	3.5	4.0
C	2.0	2.5	3.0
D	1.0	1.0	1.0
E	0	0	0

The additional quality point will be awarded to students in Advanced Placement, Post AP, and International Baccalaureate courses who earn grades of A, B, or C.

riod for which students may have an additional opportunity to improve their scores. To qualify, students must have completed and submitted the original assessment, activity, or assessment by the due date. Teacher-facilitated re-teaching is recommended (before, during, or after school). Within ten school days of receiving the returned original graded work, students must complete and submit the new assessment, activity, or assignment. The higher grade shall be the grade of record. Work that may not be reassessed includes homework, quarterly assessments, multi-component research projects or written papers (components of the project or paper that are graded separately may be a qualifying assignment), assessments, activities, or assignments completed during the last week of the marking period.

Teachers shall assign a minimum grade of 50% to assignments or assessments for which the student made a good faith effort, as determined by the teacher, to meet the basic requirements. If a student does no work on an assignment or assessment, the teacher shall assign a grade of zero.

Late Assignments

All assignments shall have a due date. Assignments submitted after the due date shall be penalized on a sliding scale basis, as described in the syllabus or course outline, and determined by the course content team in advance. The outside date for late work to be submitted shall be five school days from the original due date.

A student with lawful absences near or at the end of a grading period may receive a temporary “I” (Incomplete). Students who receive an “I” shall complete makeup work within two weeks beyond the end of a marking period or a reasonable amount of time as determined by the teacher and principal in order to receive credit for a course.

If a teacher believes a student has stopped working during any grading period, the student’s record shall be thoroughly evaluated to determine whether a passing grade will be given. There must be thorough documentation, evidence of opportunity for parental input, and approval by the principal to override a numerical average.

Academic Dishonesty

A student who exhibits academic dishonesty, as determined by the teacher and administrator, shall receive a zero on the particular assessment/assignment in question. Violations of the Academic Integrity Policy and Regulation may result in disciplinary action. Consequences for violations may vary according to the severity of the violation and shall follow the progressive interventions and discipline as outlined in the *Student Code of Conduct*.

Grading—High School

The marking period grades, based upon the final percentage of points earned divided by possible points,

shall be calculated to the tenths place and then rounded to a whole number (.5 and higher rounds up).

High school course final grades shall be determined by averaging two percentage grades. Each of the two marking period grades of a semester shall equal 50%. Quarterly assessments shall count for 10% of each marking period's grades.

The final grade for each semester in high school shall appear on the report card as both a percentage and a letter. Only final letter grades shall appear on student transcripts.

Any middle school student receiving the grade "NG" (no grade) for a marking period shall not have the grade calculated into the semester average. Any high school student receiving "NG" on a final exam shall not have the grade calculated into the semester average. The "NG" grade shall not be included in any semester calculation for Honor Roll, GPA, or eligibility.

Some courses such as work-based learning, independent study, special inclusion classes, and alternative credit programs, etc., produce a grade of "S" (satisfactory) or "U" (unsatisfactory). The grade is recorded on the transcript as "S" or "U". An "S" earns credit; a "U" does not. For calculation purposes when an "S" or "U" grade is used, there are no quality points issued; therefore, there is no credit attempted factored into the GPA calculation.

Any course a student repeats for grade improvement or to build prerequisite skills, and for which credit has been previously granted, cannot receive credit again. The highest grade earned for a repeated course shall be calculated into the GPA. For the purposes of cumulative Grade Point Average calculation, only those courses appearing on the transcript shall be factored into the calculation.

Earning Credit

- Each high school credit-bearing course will have a quarterly assessment for each quarter. Quarterly assessments measure student progress towards mastery of course objectives and standards. Quarterly

assessments, when not provided by the district, will be teacher-made and may be a pencil/paper assessments, a computer-based assessment, or may be a performance based assessment, including projects or portfolios as well as actual performances. All quarterly assessment grades, regardless of the format, will be worth 10% of the student's quarter grade.

- For students who are enrolled in an AP or IB course and who take the corresponding AP or IB examination, the student will be exempt from the quarterly assessment for the fourth quarter. If a student who has taken the AP or IB course chooses not take the quarterly assessment for quarter four, then the student's grade will be determined without a quarterly assessment grade.
- Students unable to take a quarterly assessment due to an emergency situation may, with the approval of the principal, be permitted to take a make-up exam. In extenuating circumstances and solely at the discretion of the principal, a waiver to the quarterly assessment may be considered.
- High schools will schedule two exams on each designated day, and students will be dismissed approximately two hours early on exam days. Teachers will use the two hours of additional planning time to grade the exams.
- For seniors during the second semester (spring), teachers in all subjects will give written or performance based quarterly assessment designed to be one regular class period in length and to measure subject matter covered up to the week of the assessment. When the quarterly assessment for seniors is not provided by the district, the teacher will create the quarterly assessment that may or may not include a written component.
- Summer and evening high school grades for students enrolled in a regular day school program will be transferred and calculated into the student's GPA.

- All county high schools will award credit based upon the established policies and regulations of Anne Arundel County Public Schools.
- Grades earned by students for course work completed while on home teaching, as determined by the home teacher, will be factored into the marking period grade or semester grade, proportionate to the amount of time spent in class and on home teaching.

Homework [BOE*]

Homework is an important and required component for student achievement. A teacher's evaluation of and feedback regarding homework shall be reflected in the grade or the code given. Students are expected to dedicate focused time outside of school hours toward the completion of homework. Parents shall not be expected to play a "formal teaching role" in homework. Parents can, however, support this aspect of their children's education by establishing regular times for homework completion and identifying specific places in the home where students can work with minimum distractions.

Teachers shall provide feedback for the homework assigned. Some homework assignments may be evaluated for completeness, while others may be evaluated for accuracy. Teachers shall maintain precise records to document the grades earned for homework assignments.

In elementary school, homework is reflected in the code given for expected student behaviors.

Middle school and high school courses differ in design and content. Homework shall be assigned and evaluated in Language Arts/English, Mathematics, Science, Social Studies and World and Classical Languages courses. Homework grades shall count for 10% of the grade for the marking period. In all other middle school courses, homework shall be assigned at the teacher's discretion.

Time Guidelines for Homework

PreK–Kindergarten

20 minutes per night,
two to three times per week

Grades 1–2

30 minutes per night,
three to four times per week

Grades 3–5

45 minutes per night,
three to four times per week

Grades 6–8

60 minutes per night,
four to five times per week

Grades 9–12

90 minutes per night,
four to five times per week

Advanced Courses

Courses identified as Honors, Advanced Placement, International Baccalaureate Diploma Programme, Post AP, and Advanced Programs of Choice may require additional time commitments.

Expectations may include pre-course assignments which may count as a homework grade toward the marking period grade.

Honor Roll [BOE*]

The honor roll is published each grading period. Anne Arundel County Public Schools Honor Roll certificates are awarded to students at the end of the semester or at the end of the school year, whichever is appropriate.

Superintendent's Honor Roll

The Superintendent's Honor Roll consists of students whose grades for both marking periods are all "As" or "Ss" for an entire semester.

Principal's Honor Roll

The Principal's Honor Roll consists of students who receive all "As" or "Ss" in a marking period.

Middle School Honor Roll

The Honor Roll consists of students who make all "As," "Bs," and "Ss" during a marking period. Those receiving one "C" are included, provided there is at least one offsetting "A" for that marking period.

High School Honor Roll

The Honor Roll consists of students who have a weighted GPA of 3.0 or greater and have no final course grades of "D," "E," or "U" for a marking period.

ParentCONNECTxp

Anne Arundel County Public Schools offers an easy-to-use secure website that allows parents/legal guardians in grades 1–12 to engage in their child's academic success. ParentCONNECTxp supplements, not replaces, existing tools that currently support communication between you, your child's teacher(s) and the school. ParentCONNECTxp provides parents with the range of useful information. ParentCONNECTxp is accessible 24 hours a day, seven days a week, after you have registered and received your password and user ID. ParentCONNECTxp can be accessed from any computer with Internet access. (Please be aware that the site may be down from time to time for maintenance.)

Establishing an Account

Any person who has legal rights to view his/her child's school records is eligible to receive a user account. Generally, parents have one household account however more than one parent can obtain a user account.

Parents New to ParentCONNECTxp

Parents who do not have an account can complete the on-line registration form by clicking on the Request Account button. Your school will verify the information to what is in the student information system. Once the information is verified, you will receive your ParentCONNECTxp user name and password via email. New accounts will become active 24 to 48 hours after submitting the request. If the information submitted does not match the school's records, you will be contacted by the school with further instructions.

Adding Additional Children to an Active Account

Your student(s) can be added to your existing PCxp account. Send an email to parentconnectxp@aacps.org with the following information: Child's first and

last name, grade and most importantly your ParentCONNECTxp User ID. Enter your child's school name in the email subject line. Your child will be added to your active account and a confirmation email will be sent to the email address on file in the system. While you will be able to login immediately, please give the system 24 hours to update before expecting data to be available.

Accessing ParentCONNECTxp

Generally, you can expect for new accounts to be active 24 to 48 hours after you have submitted your new registration request. You will receive an email notification with your user name and password. It is recommended that you change your password immediately.

Using ParentCONNECTxp

Parents/guardians can access the Parent Guide to Using ParentCONNECTxp (in English and Spanish) from the AACPS website.

Parent/Teacher Conferences October 20, 2016; December 2, 2016; March 3, 2017.

For parents, the conference provides an opportunity to:

- get to know your child's teacher(s).
- learn about the school and curriculum.
- discuss your child's strengths and weaknesses.
- work with the school in setting goals and plans.
- share with the teacher what the school can do to improve your child's program.
- learn ways you can support your child.
- communicate your concerns to the school.

Report Cards

The report card is one method of communication between home and school regarding a student's academic performance. Report cards are issued four times a year at the end of each marking period.

Interim reports are also sent home at the end of the fifth week of each nine-week marking period. Secondary teachers are required to send home interim reports for students in danger of failing a subject or those whose grades have dropped by two or more letter grades. Elementary teachers may also send home interims to inform you of your child’s academic standing, but this practice varies from school to school and from teacher to teacher.

Parent-teacher conferences for students are held in November and February (see the school calendar). If your child attends high school, you should call your child’s school counselor to arrange times to meet and discuss academic progress with teachers and the school counselor. You are encouraged to make an appointment to meet with your child’s teacher(s) throughout the school year at times that are convenient for both you and the teacher(s).

Report Card Distribution

Report cards will be distributed on:

- November 10
- January 31
- April 7

Weather related closings may affect these dates. The final report cards for all students will be mailed to parents at the end of the school year.

Service Learning

Service Learning is a state graduation requirement in Maryland. In Anne Arundel County Public Schools, students complete the requirements by participating in curriculum-based projects in fifth through twelfth grades.

The ultimate goal of the service-learning program in our school system is to help students become an integral part of their community and to help them understand and appreciate the role of service in a democratic society.

Students who enter AACPS in fifth through eighth grade will not be held accountable for the Service Learning requirements that preceded their grade level entry. A student who enters in the ninth through eleventh grade will be expected to make up all

**Service Learning
Graduation Requirements**

Anne Arundel County Public Schools students meet the state’s graduation requirements of 75 hours of service learning in the following grades and courses:

Grades 4 or 5: 5 hours
(Social Studies)

Grades 6–8: 30 hours

Grades 9–12: 40 hours
10 hours each, in
Health
US Government
Science 10
English 11

Service Learning hours required in high school (40 hours). Parents should consult with their child’s guidance counselor about the requirements for high school students transferring into AACPS in grades 11 and 12.

Alternative Education

Alternative Education programs in Anne Arundel County Public Schools (AACPS) are envisioned to be dynamic, multi-agency educational environments which model community collaboration in the delivery of quality educational and social-emotional support services for students and their families. These unique programs will produce academic, behavioral, and attendance gains for students who are not succeeding in the traditional school setting.

The mission of the programs recognizes and respects the value of diversity. Alternative Education Programs offer educational options which are child-centered, family-driven, community-based, and culturally competent. We believe everyone deserves a safe, supportive, and orderly learning environment. We encourage appropriate behaviors by teaching, guiding, directing, and providing opportunities for new learning to occur. We create opportunities for students

to practice and succeed in making responsible and effective choices in order to reach their academic potential and contribute to the school community.

AACPS operates on the simple philosophy that all students can learn. We believe that students learn in different ways on different days through different means, and it is the schools’ responsibility to diagnose barriers and prescribe interventions which address those differences. For more information, please call the Executive Director of Alternative Education at 410-222-5193.

Evening High School

Anne Arundel Evening High School is a high school instructional program which gives students who desire an alternative setting for completing high school the opportunity to do so. Students between the ages of 16 and 21 may transfer into Anne Arundel Evening High School to complete requirements for their high school diploma. Day school students can also take courses in Evening High School for original or remedial credit. There is a tuition/ registration fee for enrolling in evening high school. For more information, see high school counselors or call the evening high school office at 410-222-5384.

Secondary Summer School

The Secondary Summer School program offers middle school and high school students the opportunity to make up courses during the summer in which they were unsuccessful during the school year. There is a tuition fee for each course. For more information see high school counselors, or call the summer school office at 410-222-5384.