



## **Academic Accountability Guidelines for DaVinci Academy of Arts and Science**

### **Academic Expectations**

DaVinci Academy students are expected to come to school prepared to learn. DaVinci Academy teachers and staff believe it is their responsibility not only to teach academic content, but also to instruct students in good study habits. We teach students that their responsibility at school is to learn. Behavior that interferes with learning is discouraged. No student has the right to keep the teacher from teaching or other students from learning. Actions that interrupt student participation or attention in the classroom may result in the student being removed from class and referred to the Student Success Team.

### **Homework**

Homework reinforces learning that has taken place in class as well as time management skills. Homeworks also teaches students to be responsible for their own learning. There can be no mastery of any kind of skill - intellectual, physical, artistic - without repeated practice and the development of automatic habits. Homework assists with the pursuit of this mastery. Homework at DaVinci Academy is designed to:

- Reinforce skills and concepts learned in class
- Contribute to the development of good study skills and habits
- Allow students to practice skills and knowledge outside of the classroom

Parents can support children by providing a consistent quiet space for homework. If students are falling behind in homework, teachers will work with students and communicate with parents. If students fall significantly behind, parents or guardians may be asked to attend a meeting in order to work together with administration and teachers to help create a plan for work completion.

In addition to any homework assignments, each student should read or be read to for at least 20 minutes each night. At DaVinci Academy, we believe that becoming a competent reader is

integral to becoming a good student and is the first step to being able to explore and understand the world.

## **Academic Probation**

All students are expected to achieve and maintain an expected level of proficiency in all courses. Any student in Grades 6-8 who is earning an F or an Incomplete in any course at midterm and/or at the end of the trimester will be placed on Academic Probation.

A student on Academic Probation is ineligible to participate in all extracurricular events for at least two weeks from the date of the midterm or end date of the trimester in which the F was earned. This includes field trips, sports, afterschool activities, drama, etc. At the discretion of the Academic Director, students on Academic Probation may be able to continue practicing their activity if such practice does not hinder the student's ability to make progress toward earning their way out of Academic Probation.

A student's conduct, as well as their grades, will be reviewed by the middle school teachers, Dean of Students and Academic Director to determine a student's eligibility to regain participation in extracurricular activities following the two week probation. Eligibility will not be automatically regained by the end of the two week probationary period. Sufficient academic progress (grades improved in all classes) and appropriate student conduct will need to be evident for participation to be regained.

Exceptions may be made for extenuating circumstances such as extended absence from school due to illness/injury, family emergency and/or an Individual Education Plan for a student.

## **Academic Integrity**

DaVinci Academy is committed to providing an atmosphere which values academics and character. DaVinci Academy aims to educate the whole person by attending to the student's intellectual, social, and moral development. Cheating of any kind is deemed to be immoral and damaging to the child's intellectual and moral development.

DaVinci Academy intends to cultivate an academically honest environment and therefore prohibits academic dishonesty. Academic dishonesty occurs when students obtain credit for work which is not their own through acts of cheating or plagiarism. Plagiarism is the act of taking as one's own work, another's published or unpublished thoughts, ideas and/or writings. This definition includes computer programs, drawings, artwork and all other types of work that are not one's own.

Types of plagiarism include word-for-word, mosaic (rearrangement or rewording without documentation) and indirect (paraphrasing of a passage without documentation). Material taken from another source without adequate documentation may include but is not limited to the following:

- Failing to cite without quotation marks the written words or symbols of another author;
- Failing to footnote the author and sources of materials used in a composition;
- Failing to cite research materials in a bibliography;
- Failing to name a person quoted in an oral report;
- Failing to cite an author whose works are paraphrased or summarized;
- Presenting another person's creative work or ideas as one's own in essays, poems, music, art, computer programs and other projects;
- Copying or paraphrasing ideas from literary criticism or study aids without documentation.

The consequences for academic dishonesty may include, but are not limited to following the discipline guidelines after ensuring the student's academic dishonesty was intentional.

Consequences escalate in severity with repeated offenses and may include:

- The teacher will conference with the student and notify the parent to discuss the nature of the infraction. The student will be assigned detention and redo the assignment. The teacher will assign the deadline for completion.
- The teacher and Dean of Students will conference with the student and parent to discuss the nature of the infraction. The student will be assigned detention and redo the assignment. The teacher will assign the deadline for completion.
- In-school suspension or out-of-school suspension may be assigned for severe/repeated infractions.

The school reserves the right to apply more severe consequences for any offense, including a first-time offense.

## **Promotion and Retention**

Students who achieve at an acceptable level will be promoted to the next grade level at the completion of the school year. Retention of a student may be considered when it is in the best interest of the student. A student may also be considered for retention as a result of accumulated absences during the school year. The final decision for retention rests with the Academic Director.

### Students in Grades K - 5

A student may be considered for grade retention if his/her achievement falls below benchmarks in reading and/or math. Students, parents/guardians and teachers will engage in a conference regarding academic progress throughout the year. A meeting with the teacher, parents/guardians and Academic Director will occur to discuss retention. Final decisions will be made prior to the end of the school year.

### Students in Grades 6 - 8

A student will be placed on Academic Probation if he/she is earning a grade of F at the midterm or earns an F for the trimester in one or more classes.

Additional academic considerations:

- A student who has a failing grade in any course will not be eligible to participate in DaVinci Academy's extracurricular activities until such time as the grades are up to a C- or higher in all courses.
- If a student receives an average below 65% at the end of the school year in ELA or Math, the student will be required to retake the course the following year.
- A student who receives an average below 65% in two or more courses at the end of the school year will be required to repeat the grade level the following year.

### **Report Cards**

DaVinci Academy follows a trimester calendar with three terms and three grading periods per year. In grades 6 - 8, midterm reports are made available to parents in week 5 or 6 of the trimester. Report cards will be mailed home at the end of each trimester.