

Chapter VI

Academic Regulations

1. Scoring and Evaluation

Letter grades are used to indicate Academic performance. Their numerical equivalent is the following:

Letter Grade	Numerical Equivalent	Academic Description
A+	100-97	Outstanding Superior
A	96-94	Remarkable Superior
A-	93-90	Superior
B+	89-87	Outstanding Meritorious
B	86-84	Remarkable Meritorious
B-	83-80	Meritorious
C+	79-77	Without Merit or Defect
C	76-74	Without Merit or Defect
C-	73-70	Without Merit or Defect
D+	69-67	Not Satisfactory but with Credit
D	66-65	Not Satisfactory but with Credit
F	64 and below	No pass

Pre-Kindergarten Scoring Evaluation

Letter Grade	Academic Description
H	Honorable/Honorable
S	Satisfactory/Satisfactorio
P	Progressing/Progresando
N	Needs Improvement/Necesita Mejorar
U	Unsatisfactory/No Satisfactorio
SN	Special Needs/Necesidades Especiales

The Pharr Oratory of St. Philip Neri School System interprets the above letter grades with their numerical equivalents in the following way:

1.1.1 Category A: Superior. Category "A" describes a student who not only has shown *superiority* in the execution of his homework, class assignments and participation, quizzes and examinations, but has contributed *far above* the normal demands made of the class.

1.1.2 Category B: Meritorious. Category "B" describes a student who not only has shown *obvious merit* in the execution of his homework, class assignments and participation, quizzes and examinations, but has contributed *more than* the normal demands in class.

1.1.3 Category C: Without Merit or Defect. Category "C" describes a student who has completed his homework, class assignments and participation, quizzes and examinations in an *ordinary* way and has shown *little or no interest, initiative or effort in learning*.

1.1.4 Category D: Not Satisfactory but with Credit. Category "D" describes a student who has not completed his homework, class assignments, has scored below average in his quizzes and examinations and has shown *little or no interest in learning*.

1.1.5 Category F: Failure. Category "F" describes a student who, for the most part, has failed to do or complete his homework and class assignments, has failed in his quizzes and examinations and has shown *no interest in learning*.

1.2 Equivalent Conduct Grades:

Grade	Equivalent
H	Honorable
S	Satisfactory
N	Needs improvement
U	Unsatisfactory

2. "PowerSchool"

The Pharr Oratory of St. Philip Neri School System provides an on-line data base (SIS) "Student Information System" in which a parent can access their child's accounts 24 hours a day to view their grades and check their progress. Parents (Pre-Kindergarten – Second) and students (Third – Twelve) are responsible for requesting their ID number and password from the administration in order to access the system.

3. Testing

3.1 The Pharr Oratory of St. Philip Neri School System makes use of standardized tests, program evaluations and teacher-made examinations, which are used to determine the student's success in inculcating the Pharr Oratory of St. Philip Neri School System's philosophy and achieving its goals.

3.2 To determine the academic preparedness of a student, the Pharr Oratory of St. Philip Neri School System makes use of such standardized instruments as "The Secondary School Admissions Test" (SSAT).

3.3 The Admissions Committee will determine whether the prospective student has mastered both English and Spanish to be able to function successfully in the Pharr Oratory of St. Philip Neri School System.

3.4 During their course of study, the Pharr Oratory of St. Philip Neri School System student will be tested with such instruments as *Iowa Test of Basic Skills* (ITBS) and "Logramos".

3.5 In preparation for university study, the Pharr Oratory of St. Philip Neri School System will administer "The Prescholastic Aptitude Test- Test," (PSAT-NMSQT), "The American College Test" (ACT), The SAT, and the ACCUPLACER Test. Some students will be encouraged to take the appropriate SAT subject tests.

4. Home Study

A student is expected to spend a certain time on home study. During this time, he/she will work at:

- mastering recently taught material by memorization and understanding,
- reviewing previously present matter,
- doing work assigned for the next class and, possibly,
- surveying matter yet to be studied.

5. Promotion and Retention

5.1 Pre-kinder and Kindergarten: No student is **retained** in Preschool and Kindergarten classes except under special need circumstances and only after careful evaluation and advisement has been given by the **Pharr Oratory of St. Philip Neri School System** and **special diagnostic personnel**.

5.2 Grades 1-8: a 65% (D) yearly cumulative average must be earned. Fine Arts, Technology, Library, and Physical Education are not figured in this average.

5.3 Grades 9-12: High school students must earn a minimum of seven (7) credits per year to be promoted.

6. Credits

Students must have 90% (Academy 162 days/ Athenaeum 162 days) assistance and passing grade to obtain a credit.

7. Honor Roll "A" & "AB" (Grades K-8)

Students' names are posted for honor roll on the outside of the classroom, and their Honor Roll ribbons will be issued every quarter. This is only for students that meet the "A" & "AB" average.

8. Grade Point Average

Grade point average is a number quantity representing a student's academic performance of a quarter, semester, or school year. The calculation of GPA is the average of the course grades and course credits.

GPA Equivalents:

A+ = 4.000
A = 4.000

A-	=	3.667
B+	=	3.333
B	=	3.000
B-	=	2.667
C+	=	2.333
C	=	2.000
C-	=	1.667
D+	=	1.333
D	=	1.000
F	=	0.000

The Oratory Athenæum for University Preparation uses a simple GPA.

9. Requirements for Valedictorian and Salutatorian

1. The selection of Valedictorian and Salutatorian students is determined on the basis of all courses taken and recognized by Oratory Athenæum for University Preparation during the four years of high school, up to and including the third quarter of senior year.
2. Student must have attended the Oratory Athenæum for University Preparation for two consecutive years (in their entirety).
3. The Valedictorian is the student with the highest cumulative GPA (Grade Point Average) in the class; the Salutatorian is the student with the second-highest cumulative GPA (Grade Point Average) in the class.
4. In cases where there is a tie, co-valedictorians or co-salutatorian, will be honored. If a tie for Valedictorian exists, there will be no Salutatorian.

10. Rank Policy

Effective in the 2017-2018 school year, students will not be ranked in any grade. Ranking positions will not be published on report cards or transcripts of any student. Verification for those students who fall in a particular position (such as top 6%) will be provided individual documentation if needed for applying for scholarship or to the college of their choice.

This school policy change reflects our desire to have students judged more holistically, without being penalized by rank due to class size, or other restrictions. It comes after thorough research of college admissions policies around the country, as well as consultations with other Catholic high schools.

11. Official Transcript

The Oratory Athenæum for University Preparation gives the high school student an official transcript, a document that shows the academic courses and grades obtained by the student.

There will be a minimum fee for those students requesting and Apostille.

12. Awards Assembly

12.1 Grades PK: By the end of the fourth week of the fourth nine-week period, the teachers select two students per group, who exhibit the spirituality of our patron, St. Philip Neri.

12.2 Grades K-6: By the end of the fourth week of the fourth nine-week period, the teachers average each student's academic performance in both English and Spanish to determine a yearly average. Fine Arts, Technology, Library, and Physical Education are not figured in this average.

In addition to selecting two top students per group with outstanding averages ("A"), the teachers also select a student per group (Grades K-6) who exhibits the spirituality of our patron, St. Philip Neri.

12.3 Grades 7-8: By the end of the third week of May, the teachers average each student's academic performance. Fine Arts, Technology, Library, and Physical Education are not figured in this average

In addition to selecting the two top students per grade (not per group) with outstanding averages "no less than A" the teachers also select a student who exhibits the spirituality of our patron, St. Philip Neri.

12.4 Grades 9-12: By the end of the third week of May, the students are selected by their top grade point average (GPA).

In addition to selecting the two top students per grade (not per group) with outstanding averages "no less than A" the teachers also select a student who exhibits the spirituality of our patron, St. Philip Neri.

In the 12th grade, the students, in the top ten percent are acknowledged for their academic performance, which is awarded to those with the top grade point average.

12.4.1 Grades 9-12 distribute graduation cords:

Grade 9 th	Freshmen	Two top students
Grade 10 th	Sophomores	Two top students
Grade 11 th	Juniors	Two top students
Grade 12 th	Seniors	Ten top students

12.5 St. Philip Neri Spirituality Award

Who: Two students in grades PK3-Kindergarten per classroom
One student in grades 1-6 per classroom
One student in grades 7-12 per grade level

When: St. Philip Neri Mass

12.6 End of Year Academic Award

Who: Top two students in grades K-6 per classroom
Top two students in grades 7-12 per grade level
When: End of year grade level assembly

13. Oratory Athenæum for University Preparation Early Graduation Policy

The Oratory Athenæum for University Preparation does not graduate students in 11th grade except for extraordinary situations evaluated at the discretion of the Director.

14. Courses Taken in 8th Grade

Courses taken by students in 8th grade for high school credit will appear on the transcript with a grade. The grade obtained for courses for high school credit in 8th grade will not be calculated into the high school GPA and will not be factored into the high school class rank.

15. Advanced Placement Courses

15.1 Students taking AP courses are not required to sit for the AP Exam.

15.2 Advanced Placement Tests are administered each May for students enrolled in AP classes. There is a non-refundable fee involved. Parents are responsible for payment of the test fees. Each student is charged based on the number of AP classes in which the student is enrolled and billed with the tuition.

16. Dual Enrollment Credit

In order to take any dual credit course, the student must take the TSI (Texas Success Initiative) test, pass with required scores and register for the coming year by May 1. If taking dual credit courses with the University of Texas–Rio Grande Valley, students must take the ACT (American College Testing) test in May or June of their 10th grade year.

17. Course Syllabi

17.1 Instructors in grades 9-12 shall be responsible for distributing a course syllabus (either in print or electronic form) at the beginning of the course.

17.2 All Syllabi must have a unit on plagiarism in English classes for grades 9-12.

18. Outside of the school and within the four years of high school, Athenæum High School students may take only two (2) courses, which they have not taken previously. Approval from the director is required.

19. Athenæum High School students can only take the courses one (1) time, unless those said courses are not approved.

20. Late Work Policy

In order to educate your child about the importance of accountability, all work needs to be turned in on the due date. Please understand that no late work will be accepted. This will prevent a drop in the student's grade average.

21. Homework

The purpose of homework is to provide practice for learned concepts and skills. Homework may consist of reading, drill work, compositions, projects, drawings, etc. Written homework **may be checked orally the following day or collected for correction.** All students are expected to adhere to the policies regarding Academic Integrity. Homework grades are taken into account for every nine-week period.

- 21.1** All homework must be turned in with the following qualities: good penmanship, grammar, spelling and punctuation, and with appropriate vocabulary (i.e., no vernacular language). Grades K-6: Homework not type-written must be done in cursive (No exceptions).
- 21.2** More than three missing assignments will result in conference with the parents/guardian.