

Mendocino High School  
 Production and Managerial Arts | KAKX 89.3FM  
 2019-2020 School Year  
 Grading Policy



Obviously with all the learning that takes place in the Media Lab there's surely going to be a grading policy. Thankfully there's a lot of similarity to what happens in this lab compared to the other classrooms. We have adopted the site-wide *Learning Based Grading* philosophy that helps ensure grades are more accurate, meaningful, consistently applied, and supportive of learning.

*How will I be graded?*

The following standards are the focus of any Production and Managerial Arts class, think of them as "Promise Standards". Although there is a large list of standards that will be addressed over the course of the year, these standards really reflect the *why* of our program.

CTE Production and Managerial Arts Standards:

- CTE PAMA - C2.0: Understand the technical support functions and artistic competencies in film, video, and live production.
- CTE PAMA - C3.0: Analyze and differentiate the function of the various members of a production team.
- CTE PAMA - C4.0: Demonstrate key skills and an understanding of the complexities of production planning.
- CTE PAMA - C4.3: Identify the responsibilities and activities associated with the preproduction, production, and post-production of a creative project.
- CTE PAMA - C5.2: Plan the general coordination of various elements in a project or production.

CA Visual and Performing Standards "F":

- CA VAPA - CREATING—Anchor Standard 1: Generate and conceptualize artistic ideas and work.
- CA VAPA - PRODUCING—Anchor Standard 4: Select, analyze, and interpret artistic work for presentation.
- CA VAPA - RESPONDING—Anchor Standard 7: Perceive and analyze artistic work.
- CA VAPA - CONNECTING—Anchor Standard 10: Synthesize and relate knowledge and personal experiences to make art.

Summative vs. Formative Assessments:

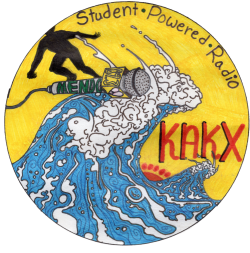
At the Media Lab we have separated assessments into two categories:

Summative: Data/evidence used towards a grade

Formative: Mostly used to inform teaching and learning.

Here is what the breakdown looks like

Summative Assessments = 80%	Formative Assessments = 20%
Final Cumulative Projects, Tests, Essays, Presentations.	Quizzes, Daily Warm-Ups, Formative Check-ins during a project.



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Grading Scale for all assignments. A rubric will be provided for each summative assignment.

Mendocino High Schools General Proficiency Scale		
Proficiency Level	Description	Conversion for Gradebook
Exemplary (4)	Student has consistently performed at the expected complexity level with greater independence, wider application and/or greater innovation, and has included the necessary body of evidence.	100
Proficient (3)	Student has consistently performed at expected complexity level with growing independence and has included the necessary body of evidence.	88
Developing (2)	Student has not performed at the complexity level but is showing progress towards proficiency and has included the necessary body of evidence.	75
Beginning (1)	Student has not performed at the expected complexity level and is showing little to no evidence of progression toward proficiency.	65
Insufficient Evidence (0)	Missing summative assessment	Incomplete (I) Becomes 50

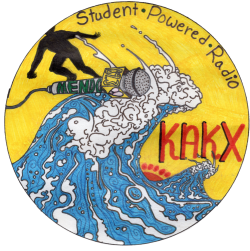
*How am I held accountable for behavior?*

Your grade report will also include a mark for Citizenship and Work Habits on a 1 to 3 scale. Students receiving 1's may have additional consequences with the school.

Grading scale for behavior:

Citizenship	
Exceeds (3)	Adjusts to class-room roles, mediates, independent initiative, solves problems.
Meets (2)	Works well with peers, self-starter, follows procedures
Does not meet (1)	Lacks flexibility when working with peers, strays off task, fails to follow procedures.
Work Habits	
Exceeds (3)	Demonstrates new applications and examples of standards.
Meets (2)	Produces completed work on a consistent basis by the designated time/date.
Does not Meet (1)	Fails to complete assignments or submit work.

You can keep up to date with your students Citizenship and Work Habits in the classroom by subscribing to ClassDojo.



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#### What about due dates?

Like the great big world outside of Mendocino, due dates are a thing. Adults have to pay their rent on time, otherwise they don't have a place to live. Want to keep using your internet to watch Netflix? Guess what, pay your bill on-time. Due dates are a very real thing and is practiced regularly in the lab. So when an assignment is posted in Google Classroom and there's a posted due date, manage your time to meet that deadline.

#### What happens when I submit assignments on-time?

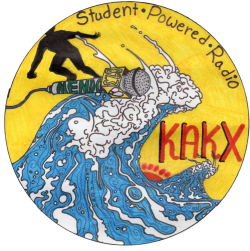
1. You have the option to Relearn and Reassess if you get a grade you aren't satisfied with (We'll cover that topic later)
2. Your assignment will be graded more efficiently
3. You'll be able to get quicker feedback from the teacher
4. You won't feel the weight of something not being completed

#### What happens when I submit assignments late?

1. You won't have the option to Relearn and Reassess for a higher grade
2. Your assignment won't be graded as quickly
3. You won't be able to get feedback from the teacher in a timely manner
4. You'll feel the weight of something not being completed
5. You could eventually slip into a hole that goes beyond what happens in the Media Lab and have to catch up on a lot of work.

#### Here's what happens if you miss a due date, especially if it's consistent:

1. Mandated time to make the work up (Personal Support Period, after school tutoring, Saturday school)
2. The missing assignment will be notated late/missing in Aeries Gradebook
3. Contact home
4. Consequences for 1's in Work Habits (loss of athletic/extra-curricular privileges)
5. The rubric for the assignment may become more rigorous as time (and learning) continues
6. Referral to the office as behavior issue



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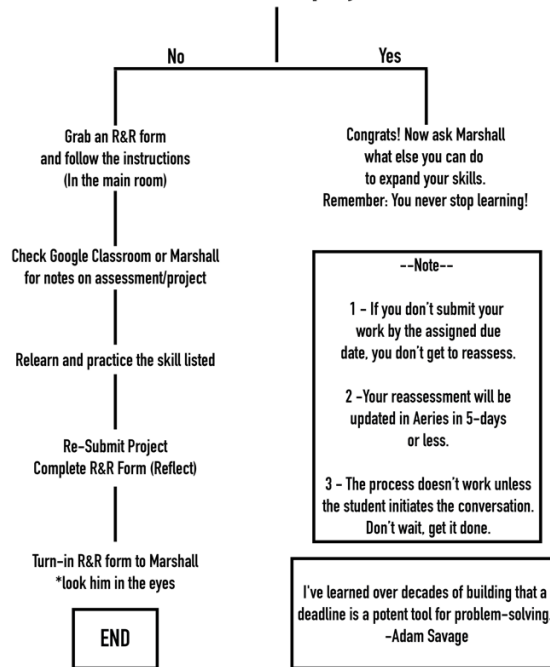


*How do I reassess after I submit an assignment?*

Policy for reassessment in the Media Lab:

1. Projects can be refined and resubmitted for a final grade **only if turned in on-time.**
2. Tests can be retaken after finishing test corrections

**Did you like the grade issued on your last assessment or project?**



Below is the form used to reassess an assignment, we call it an R&R form:

MHS Production Arts | KAKX 89.3FM  
 Relearning+Reassessment Worksheet ("R&R Form")

As stated in the CTE PAMA Grading Policy:

**Relearning and Reassessment:**

1. Projects can be refined and resubmitted for a final grade **only if turned in on-time.**
2. Tests can be retaken after finishing test corrections

Date:

Summative Project/Test you're relearning/reassessing (Student):

Grade before learning and reassessment (Student):

Quick reflection, one sentence (Student):

Grade after relearning and reassessment (Teacher):