

# ACADEMIC ACCOUNTABILITY PLAN

## What is our objective as a body of learning?

At BCA, we value each student as an individual and as part of a community; we seek to recognize and to develop all aspects of their personhood with excellence, according to God's highest purpose for their "heart, soul, and mind."

## PURPOSE

To encourage all BCA students to strive to reach their academic potential, and to provide a mechanism that will challenge underachieving students, especially those with marks below 60%, to improve their academic standing.

## PROCEDURE

### All Students

All BCA students will set goals (see Semester Goal Setting Guide) at the beginning of the semester and after receiving their interim and mid-term reports. For PAA and Christian Ethics modules, use the sheet designated "Goal Setting Guide".

Each teacher will have a red goal-setting binder with tab dividers. Teachers will copy enough of the goal-setting guides for each student in each class/module that they teach.

The students will fill out these guides in class, and teachers will collect them and keep them in the goal-setting binder.

After students receive their interim and mid-term reports, teachers will have them revisit their goals, revise them, and determine action steps they can take to reach their new goals.

Teachers can use these sheets for conversations with their students throughout the term or module, for student-parent-teacher interviews or in any other way they deem useful.

### Students with Marks <60%

Marks will be monitored at interim reports, mid-term reports, and at the midpoint between mid-terms and final exams.

Students with marks below 60% will have two weeks to improve their marks.

After the two weeks, students' marks will be reviewed and teacher feedback will be given (see AAP Teacher Feedback Form) as to whether or not the students have completed all assignments to date,

and as to whether or not the students have put forth a good effort to improve their academic standing. Based on this information, a list of students with incomplete assignments and/or those who have not demonstrated a real effort to improve their standing will be compiled. These students will then be placed on academic probation. Students on academic probation will fill out a goal-setting sheet for each class in which their mark is below 60% (see APP Individual Goal Sheet). An academic probation list will be distributed to coaches, directors, teachers, parents and dorm personnel.

## **ACADEMIC PROBATION**

Academic probation entails students spending time outside of class, as determined by their teacher(s), to complete any incomplete assignments. Also, if they are involved in school-based extracurricular activities, they will be suspended from these activities until all undone assignments have been completed and their teacher(s) deems that their effort in improving their academic standing is satisfactory. If a student demonstrates this improvement, the APP Goal Setting Sheet should be turned in to the office who will then notify coaches, directors, parents, and dorm personnel that the student is no longer on academic probation.

## **PROBATION GUIDELINES**

Students may not play in any games and will not be allowed to travel with their teams for games away from Caronport.

It will be left up to the discretion of the directors and coaches of the extracurricular activities as to whether or not the students will be allowed to attend practices, rehearsals, and home games. These events would represent the time that students could be working on completing assignments and preparing for upcoming exams.

If students are required by their teachers to attend extra work sessions that conflict with practice/rehearsal times/home games, they must attend the extra work session with the teacher.

**Students who have not reached the 60% level but who have been putting forth an excellent effort (completing assignments, taking advantage of outside of classwork sessions, etc.) will not be included on the academic probation list.**

## ACADEMIC ACCOUNTABILITY PLAN INDIVIDUAL GOAL SHEET

Student: \_\_\_\_\_

Class: \_\_\_\_\_

Teacher: \_\_\_\_\_

Current Average: \_\_\_\_\_

My goal is to increase my mark to  $\geq 60\%$  by \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> I can reach my goal by doing the following: | <input type="checkbox"/> Using my class time wisely                      |
| <input type="checkbox"/> Completing assignments on time              | <input type="checkbox"/> Asking for teacher help                         |
| <input type="checkbox"/> Completing undone assignments               | <input type="checkbox"/> Attending classes regularly                     |
| <input type="checkbox"/> Increasing assignment quality               | <input type="checkbox"/> Improving note-taking and organizational skills |
| <input type="checkbox"/> Studying harder for tests                   |  |
| <input type="checkbox"/> Paying attention in class                   |  |

Teacher Signature (Plan Verified)

Student Signature (Plan Completed)

\_\_\_\_\_

\_\_\_\_\_

Teacher Signature (Goal achieved)

\_\_\_\_\_



## POSSIBLE ACTION PLAN STEPS

- I.* Completing assignments on time
- II.* Completing undone assignments
- III.* Increasing the quality of assignments
- IV.* Studying more effectively for tests
- V.* Studying harder for tests
- VI.* Using my class time wisely
- VII.* Asking the teacher for help
- VIII.* Attending classes regularly
- IX.* Improving notetaking and organizational skills
- X.* Taking advantage of tutorial sessions outside of class
- XI.* Getting help from classmates
- XII.* Using a student planner to write test and assignment due dates
- XIII.* Complete homework daily
- XIV.* Cut out an activity to allow more time for schoolwork

## SMART GOALS

S = Specific

M = Measurable

A = Attainable

R = Realistic

T = Timely

### GOAL SETTING GUIDE

"A wise person thinks ahead; but the unwise doesn't and even brags about it!" — Proverbs 13:16

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_ Teacher: \_\_\_\_\_

#### Class Smart Goal

In this term, I would like to attain an academic standing of \_\_\_\_\_%

#### Action Steps

To reach this goal, I will \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Interim Mark

\_\_\_\_\_ %

#### Revised Smart Goal

\_\_\_\_\_ %

#### Action Steps

To reach this goal, I will \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Mid-Term Mark

\_\_\_\_\_ %

#### Revised Smart Goal

\_\_\_\_\_ %

#### Action Steps

To reach this goal, I will \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

