



PARKVIEW  
BAPTIST SCHOOL

# ACADEMIC GUIDE

# PARKVIEW BAPTIST SCHOOL

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# GRADING SYSTEM

## Grades TK-K

Students in grades TK-K will receive the following grades for all subjects: S, N, and U.

## Grade 1 & 2

Students in grades 1 & 2 will receive letter grades of A, B, C, D, and F for the following subjects: reading, math, English, spelling and conduct.

Students will receive grades in Bible, P.E., music, art, handwriting, social sciences and foreign language as follows:

S – Satisfactory N - Needs Improvement U - Unsatisfactory

## Grades 3-4

Students in grades 3-4 will receive letter grades of A, B, C, D, and F for the following subjects: reading, math, English, science, social studies, spelling and conduct.

Students will receive grades in Bible, P.E., music, art, handwriting, and foreign language as follows:

S – Satisfactory N - Needs Improvement U – Unsatisfactory. A plus or minus may be used at the discretion of each teacher.

## Grades 5-8

A+	98-100	A	93-97	A-	90-92
B+	87-89	B	83-86	B-	80-82
C+	77-79	C	73-76	C-	70-72
D+	67-69	D	63-66	D-	60-62
F	Below 60				

Students in grades 5-8 will begin to take midterm and final exams.

To be developmentally responsive to students, exams will be phased in during fifth through eighth grade as follows:

Grade	Exams	Weighting
Fifth Grade	Math English	Not weighted
Sixth Grade	Math English	20% of the semester grade
Seventh and Eighth Grade	Math English Science 8 <sup>th</sup> Grade Social Studies (2 <sup>nd</sup> semester only)	20% of the semester grade

\*Any classes taken for  
high school credit

## Grades 9-12

A+ 98-100	A 93-97	A- 90-92
B+ 87-89	B 83-86	B- 80-82
C+ 77-79	C 73-76	C- 70-72
D+ 67-69	D 63-66	D- 60-62
F Below 60		

Each nine-week grading period will count as 40% of the semester grade, along with a semester exam which will count as 20% of the semester grade.

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## ACADEMIC RECOGNITION

### Elementary Division

- **Principal's List**

- Students in grades 1-4 with all A's and S's in the academic subjects and conduct will receive this award.

- **Honor Roll**

- Students in grades 1-4 with no grade lower than a B in the academic subjects and in conduct will be placed on the Honor Roll.
- *A grade of U in any nine-week reporting period will prevent a child from being on the **Academic Excellence or Honor Roll***

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### Middle School Division

- **Principal's List**

- Students receiving all A's on their report card will be recognized quarterly.
- End of the year Principal's List receive all A's (non-weighted 4.0) for the year.

- **Honor Roll**

- Students receiving an end of year GPA of 3.5 to a 3.9 on their report card will be recognized at the end of the year.

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### High School Division

- **Principal's List (Grades 9-12)**

- Students receiving all A's on their report card will be recognized quarterly.

- **Honor Roll (Grades 9-12)**

- Students are recognized at Academic Awards Night for receiving a 4.0 for the first semester.
- Students who receive a 4.0 for the second semester will be recognized the following year.

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## **PROMOTION and AWARDING CREDIT**

### **Early Childhood & Elementary**

- **Grades K - 1**

- A conference will be held with parents prior to the end of the year. Factors such as personal development, maturity, reading readiness, and number readiness will be discussed. At this time a decision will be made as to whether or not the child would profit by repeating the grade. The Division Head will make the final decision.

- **Grades 2 through 4**

- A student will repeat a grade level if they fail, meaning that the report card reflects a grade of F for at least two nine-week periods in reading or mathematics, or by the recommendation of the elementary administration due to academic performance.

### **Middle School**

- **To receive credit for a course**

- Students must earn a semester grade of 60 or above to receive middle school credit for the course.
- Students must earn a 1.5 out of a 4.0 when all four quarters are averaged, and a student cannot have an F on the last quarter or less than a 60 on the semester grade.

- **To be promoted to the next grade level...**

- A student will repeat a grade level if they fail two subjects for the year.
- English, mathematics, Bible, social studies, and science are considered core subjects.
- Failure means having a semester average below 60, having below a 1.0 on a 4.0 scale, or failing any two nine-weeks.

### **High School**

Credit is allocated on the following basis:

The student must earn a semester grade of 60 or above to receive credit for the course. A semester course earns 1/2 unit of credit and a yearlong course earns one unit of credit.

The following is the policy for earning credit in a full year course that has been failed the first or second semester:

If the student fails either semester, the following options are open:

1. Attend summer school and repeat the semester failed. If the grade earned is a D or higher, then credit will be received for the year.
2. If the student does not attend summer school, then the failed course (both semesters) must be repeated the next school year.

The last option for any student who has earned a failing grade is to repeat the failed course within the normal school year at PBS. Before choosing this option, however, students and parents should be strongly cautioned that this choice may prevent the student from securing the credit hours necessary for graduation within the usual four-year time period. Before choosing to repeat any course, the student and his or her parents must counsel with the administration in this regard. **The administration must sign off that there are enough slots to place a student in a repeat class.**

Failure to meet course requirements will result in failure of the course. Students are expected to complete all the coursework for grades 9-12 in the manner specified by the instructor and/or the course syllabus. Typically, a student who falls behind grade level and does not make up work in summer school or approved correspondence coursework will not be able to continue as a student at PBS.

## Course Changes

No course may be dropped without a reason deemed sufficient by the administration. No course may be dropped that endangers any student's TOPS qualifications or that will, in the judgment of the high school administration, lessen the student's opportunities to secure college admission or scholarships.

No course may be dropped after Labor Day of the fall semester or three weeks into the spring semester without academic penalty.

To drop or add a course a student must:

1. Secure permission to drop from the Curriculum Specialist.
2. With the administration's approval, secure the appropriate form signed by:
  - a. The Curriculum Specialist
  - b. The student's parents.
  - c. The teacher(s) involved.

## ACT Testing

Students are required to take the ACT test no later than the fall of their junior year. Students must denote that their score be reported to Parkview Baptist School with the school code 190218. To ensure maximum time to raise their score to a satisfactory level to receive TOPS or to broaden other college options, students are encouraged to take the ACT numerous times.

## Carnegie Units

Middle School students who take Math or English for high school credit must earn an A or B for both semesters. A grade of a C or lower will not be posted to the student's high school transcript.

Students who graduate for Parkview Baptist School are required to have at least 28 Carnegie units of credit in an individual program which is cooperatively planned by the student, the student's

parents, and the school. PBS students are not permitted to graduate early or “test out” of their senior year and received a PBS diploma.

## Course Offerings

Although the state of Louisiana only requires 24 credits, students who graduate from Parkview Baptist School’s College Prep curriculum will typically graduate with a minimum of 28 or more credits.

SUBJECT	Credits for Core Four	Possible Courses at PBS	PBS Credits	Credits for TOPS
English	4	<ul style="list-style-type: none"> <li>English I <input type="checkbox"/></li> <li>English II <input type="checkbox"/></li> <li>English III or AP <input type="checkbox"/></li> <li>English IV or DE/AP <input type="checkbox"/></li> </ul>	4	4
Math	4	<ul style="list-style-type: none"> <li>Algebra I <input type="checkbox"/></li> <li>Geometry <input type="checkbox"/></li> <li>Algebra II <input type="checkbox"/></li> <li>Advanced Math <input type="checkbox"/></li> <li>Calculus Option <input type="checkbox"/></li> </ul>	4	4
Science	4	<ul style="list-style-type: none"> <li>Physical Science <input type="checkbox"/></li> <li>Biology* <input type="checkbox"/></li> <li>Chemistry* <input type="checkbox"/></li> <li>Environmental Science <input type="checkbox"/></li> <li>Physics <input type="checkbox"/></li> <li>Biology II <input type="checkbox"/></li> </ul>	4	4
Social Studies	4	<ul style="list-style-type: none"> <li>World History <input type="checkbox"/></li> <li>European History <input type="checkbox"/></li> <li>Civics/AP Government <input type="checkbox"/></li> <li>US History/AP US History <input type="checkbox"/></li> </ul>	4	4
Foreign Language	2	<ul style="list-style-type: none"> <li>Spanish I/Latin I <input type="checkbox"/></li> <li>Spanish II/ Latin II <input type="checkbox"/></li> </ul> <i>(Both units must be in the same language.)</i>	2	2
Physical Education & Health	2	<ul style="list-style-type: none"> <li>H &amp; PE - .5 units <input type="checkbox"/></li> <li>H &amp; PE - .5 units <input type="checkbox"/></li> <li>H &amp; PE - .5 units <input type="checkbox"/></li> <li>H &amp; PE - .5 units <input type="checkbox"/></li> </ul>	2	n/a
Arts	1	<ul style="list-style-type: none"> <li>Fine Arts Survey <input type="checkbox"/> (no longer offered)</li> <li>Methods of Acting <input type="checkbox"/></li> <li>Art <input type="checkbox"/></li> <li>Band/Choir <input type="checkbox"/></li> </ul>	1	1
Bible	n/a	<ul style="list-style-type: none"> <li>Old Testament I (9<sup>th</sup>) <input type="checkbox"/></li> <li>New Testament (10<sup>th</sup>) <input type="checkbox"/></li> <li>Ethics (11<sup>th</sup>) <input type="checkbox"/></li> <li>Leadership/ Comparative Religion (12<sup>th</sup>) <input type="checkbox"/></li> </ul>	4	n/a
Electives	3	<ul style="list-style-type: none"> <li>A variety of courses can meet this requirement.</li> </ul>	2	n/a
TOTAL	24		27	19

**\*In addition to the above requirements, PBS requires student to take the following:**

- A concentrated Bible (Religious Studies) course every year of enrollment at PBS.
- A core course (English, Math, Science, history) every year of enrollment at PBS.

## **SUMMER SCHOOL PARTICIPATION**

### **ELEMENTARY**

If an elementary student fails reading or math, summer remedial tutoring may be recommended by the Division Head.

### **MIDDLE SCHOOL**

Middle school students who failed a core subject **must** attend an academic summer program approved by the administration.

Any student with an average below a 2.0 in a core subject may be required to attend an academic summer program approved by the administration.

### **HIGH SCHOOL**

High school students who failed courses that are **required for graduation** are required to attend summer school. This allows those students to graduate with their class and allows the students to use the school year to take the required courses for their grade level.

Only two courses may be taken during summer school to remove deficiencies.

Summer school cannot be used to retake passed courses to improve a student's grade-point average, or to skip a required PBS course.

Summer school provider must be approved in advance by the administration.

## **INDEPENDENT STUDY COURSES**

Independent study courses are intended for students in grades 11th and 12th that need to make up failed courses or who would like to supplement or develop a stronger foundation in subjects in which they are deficient. A failed course must be taken the summer following the failure. Independent Study Courses taken for enrichment or supplement will count only as electives towards graduation. A student may take only two such courses during the 11th and/or 12th grade(s).

Students who transfer to PBS who need courses for graduation that cannot be taken because of schedule conflicts or a course not being offered may enroll in independent study courses to meet the graduation requirements. Approval must be obtained from the Division Head to enroll in independent study courses, along with a parent/guardian request. Independent study courses may only be taken from a Louisiana State Department of Education approved institute.

### **Seniors**

If a senior does not pass all the courses and therefore does not have enough credits to graduate with his class he may make up a failed course through the independent study program in the summer.

Expenses for independent study courses will be the responsibility of the student and the parent/guardian.

## **HIGH SCHOOL CLASSIFICATION**

Transfer students may be given partial waiver on Parkview Baptist High School graduation requirements that exceed state requirements as determined by the High School Division Head.

Seniors scheduled to graduate who do not meet the criteria of the Parkview Baptist School diploma are required to report to the counselor's office by January 30 to review the discrepancies in their program and make suitable arrangements for make-up of missing courses. Students who choose not to follow these guidelines will not be permitted to graduate from PBS.

## **ELIGIBILITY FOR DIPLOMA**

Full participation in the graduation ceremony at PBS school is a privilege and not a right for the individual student and his/her parents. All graduates are required to participate.

The privilege of graduating with one's class on graduation day is governed by the following principles:

1. Successful completion of the course of studies required by the State of Louisiana;
2. Successful completion of the course of studies as required by the PBS School Board;
3. Certification by the PBS High School Division Head as having followed the rules and regulations of the school to such a degree that the student is worthy of the privilege of being an active participant in the graduation ceremony.
4. Successful completion of service hours/community service hours that is required for graduation.

**SPECIAL NOTE:** The student must meet all three requirements before he/she is allowed to participate in the ceremony.

These rules and regulations specifically include the section on suspension and dismissal as found in the student handbook; however, other breaches of rules and regulations may be considered by the administration before bestowing on the student the privilege of graduation participation.

## **EARLY GRADUATION**

Parkview Baptist High School does not permit students to graduate early by taking courses in summer school or by independent study.

## **DETERMINING HONOR RANKING FOR GRADUATION**

For graduation only, honor graduates will be determined by assigning quality points as follows for classes officially designated as honors or AP:

A=5    B=4    C=3    D=2    F=0

All students graduating with a 3.75 grade point average (weighted or unweighted) or above will be designated as honor graduates.

PBS will accept honors and AP credits only from schools that are state approved and accredited by a nationally recognized accreditation association such as Advanc-Ed.

Should a transferring honors or AP course not be taught at PBS, it will not be considered or assigned additional quality points when determining valedictorian, salutatorian, or honor graduates.



## VALEDICTORIAN / SALUTATORIAN

Only for the purpose of determining the valedictorian and salutatorian will the following calculation be used:

- Candidates must attend PBS their entire sophomore, junior and senior years.
- A weighted GPA from the following PBS core courses will be used in making this calculation (18.5 total units).
  - English I, II, III, IV
  - Geometry, Algebra II, Advanced Math I, Calculus
  - Biology I, Chemistry I, Physics, Science Elective
  - World History, American History, Civics, European History
  - Religion I, II, III, IV
  - Foreign Language – Best two-year grades from the same language.

Quality points assigned to semester letter grades are as follows:

A=4    B=3    C=2    D=1    F=0

Additional quality points will be added to each semester letter grade of the core courses only as follows:

Honors Course=1.0                      Dual Enrollment Course = 1.5                      AP Course=1.5                      A+= .25

Quality points will be deducted from each semester letter grade lower than an A earned in all other non-core courses listed on the candidate's transcript as follows:

B=1    C=2    D=3    F=4

The candidate with the highest weighted GPA from the above calculation will be named valedictorian while the candidate with the second highest weighted GPA will be salutatorian. A tie for either position will be declared if the difference between the GPA's is .005 or less. If there are two or more valedictorians, then no salutatorian will be named.

**JUNIOR MARSHALS:** Junior marshals are selected based on weighted GPA for all classes taken at PBS. Junior marshals must follow an honors schedule.

## HONORS CLASSES AND ADVANCED PLACEMENT OPTIONS

### To Qualify for an Honors Course

**Grades 6-8** Students must meet at least 2 of the following criteria:  
(1) earned a 4.0 GPA in that subject for all quarter grades in the preceding year  
(2) ERB test scores equivalent to at least 85th percentile in the subject from the preceding year  
(3) teacher recommendation

**Grades 9 -12** Students must have:  
(1) earned a 3.75 GPA in that subject for all quarter grades in the preceding year  
  
AND  
(2) made no semester grade lower than a B

### To Remain in an Honors Course the Following Year

Students must meet at least 2 of the following criteria:  
(1) earned an average 3.5, with no grade of B- or below, in that subject for all quarter grades  
(2) ERB test scores equivalent to at least 85th percentile in the subject  
(3) teacher recommendation

Students must have:  
(1) maintained a 3.25 GPA in that honors subject for all quarter grades with no quarter grade lower than a C

OR  
(2) earned no quarter grade lower than a B

AND  
(3) made no semester grade lower than a B

The Administration reserves the right to determine final placement for all students. In order to maintain the academic integrity of both the honors program and the college-preparatory curriculum in grades 6-12, a ceiling limit will be placed on class size each year, subject to the Division Head's review and approval.