

CAP

“CAP” is an acronym with two slightly-different expressions in MS and US. For the MS, it means “Core virtues, active Attendance, Preparedness.” For the US, it means “Conduct, active Attendance, Preparedness.” Either way, CAP refers to a reporting system by which each teacher, once weekly, evaluates each student in the three general areas of conduct overall, engagement in class, and preparedness for class.

Teachers in both divisions each have a specific rubric to follow and they use the same scoring system. Basically, each teacher assigns a 1, 2, 3, or 4 for each student in all three areas once weekly. Language surrounding the numbers is as follows: 4 = “The Sky’s the Limit!”; 3 = “Good to Go!”; 2 = “Caution!”; 1 = “Stop!” These scores are posted daily in NetClassroom (under “grades” > “transcript”) in order to monitor each course as scores are recorded.

CAP scores are used for many purposes. Here are several:

1. The academic dean uses scores of 2 and 1 for Preparedness to monitor each student’s good standing in terms of eligibility for extracurricular activities and non-curricular periods during the day. Preparedness scores are recorded once daily, just after noon, and any student shown to be ineligible, or who has regained eligibility, is reported to coaches.
2. The deans of students, for the MS and US, use core virtue/conduct and active attendance scores to maintain good standing among students and assign detentions if needed.
3. Student support teams in the MS and US evaluate students on a bi-weekly basis, identifying those who may struggle, and determine action plans accordingly. Grade-level teams in the MS then receive truncated results and develop action steps for students with less urgent challenges.
4. The US dean of students runs a weekly report of 1s and 4s to award house points.

In order to help students and teachers keep track of who reports scores when, department record scores on one specific day each week as follows:

- Monday: Religion & English
- Tuesday: History & Fine Arts
- Wednesday: Science
- Thursday: Mathematics
- Friday: World Languages, Physical Education, and Study Hall

Academic uses of “Preparedness” track assessments for both ineligibility and forfeiture. Preparedness scores of 2A and 1A pertain to eligibility, scores of 2B and 1B pertain to forfeiture. A student who receives a P2A is on track to become ineligible the following week. A score of P1A the following week indicates ineligibility. A student with a P2B is on track to forfeit the grade for the assessment the following week. A score of P1B the following week indicates that the student has forfeited the grade for the assessment.

MS CAP

C	A	P
Core Virtues	Active Attendance	Preparedness
4 The student went above and beyond in one or more Core Virtues	4 The student added real value to the course with active and positive contributions during class	4 The student surpassed requirements for the assignments by showing original thought or extra initiative or interest
3 The student showed an understanding of classroom expectations and Core Virtues	3 The student was attentive and involved in class activities	3 The student completed all work as assigned and stayed fully on schedule
2 The teacher spoke to the student about being out of uniform or gave some direction about unacceptable behavior in class.	2 The teacher spoke to the student about habitual or noteworthy departures or absences from class	2A, 2B The teacher had to contact the student to meet standard in order to avoid becoming ineligible (2A) or forfeiting work (2B)
1 The teacher needed to include others to help the student meet classroom expectations and the Core Virtues	1 The teacher needs to include others to help the student prioritize being in class and not distracting others due to departures or absences	1A, 1B The teacher had to report the student either ineligible for extracurricular and in-school activities (1A) or as unable to receive credit for work below standard (1B)

Departments record CAP scores on these days				
Monday	Tuesday	Wednesday	Thursday	Friday
English, Religion	History, Fine Art	Science	Mathematics	PE, World Language, Study Hall

See CAP scores daily in NetClassroom > Grades > Transcripts

US CAP

C	A	P
Conduct	Active Attendance	Preparedness
4 The student was an exemplar of the good citizen in class	4 The student distinguished herself / himself with active and positive contributions during class	4 The student surpassed requirements for the assignments by showing original thought, extra initiative, or interest
3 The student showed an understanding of classroom expectations and the Code	3 The student was attentive and involved in class activities	3 The student completed all work as assigned and stayed fully on schedule
2 The teacher spoke to the student about being out of uniform or gave some direction about unacceptable conduct	2 The teacher spoke to the student about habitual or noteworthy departures or absences	2A, 2B The teacher contacted the student to meet standard in order not to become ineligible (2A = ineligible) or forfeiting work (2B = forfeiture)
1A-E The teacher needs to include others to help the student meet classroom expectations and the Code (1A= shoes, 1B= shirt, 1C=pants/skirt, 1D= other uniform, 1E= behavior)	1A, 1B The teacher needs to include others due to an unapproved absence (=1A) class or failure to resolve habitual departures or absences (=1B)	1A, 1B The teacher reported the student either ineligible for extracurricular and in-school activities (1A = ineligible) or unable to receive credit for past-due work below standard (1B = forfeiture)

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Good Standing

A student in good standing is eligible to participate fully in the life of the school and enjoy all privileges and opportunities Providence Academy offers.

How are your CAP Scores? Conduct, Attendance, & Preparedness

4

THE SKY'S THE LIMIT!

You add notable value to your classes by doing work above-and-beyond, making original connections in the content or generally showing excellence in class.

3

GOOD TO GO!

Your class performance is just as hoped and planned by your teacher.

2

CAUTION!

Your teacher has had some communication with you about not meeting expectations, either in your conduct, attendance, class work, or tests.

1

STOP!

You have not met standard as required either in conduct, attendance, or preparedness and therefore your teacher has had to intervene.