



August 23, 2018

## Important changes to CPSA academic policies

Assalamu alaikum parents and students,

Welcome to a new year at CPSA. We are glad to have you here and look forward to working with each other to help you on your way to success. There have been some important changes to school policy aimed at raising the academic and moral standards at CPSA that we would like to make you aware of.

### All Grades

- CPSA has enacted a zero-tolerance academic honesty policy that is in line with the policies in place at academic and professional settings across the state and country. Students will be taught what is morally acceptable and what constitutes plagiarism starting from early elementary school, and will be expected to uphold those teachings throughout the duration of their stay at CPSA. This policy will be strictly enforced – for more information, please refer to the Student Academic Honesty Policy handout.
- The minimum GPA for promotion to the next grade has been raised to 2.5, without exception.
- The minimum GPA to qualify for the financial hardship discount to tuition fees remains 3.0, which must be maintained for continued qualification.
- CPSA places new students into advanced, honors, or AP classes based on a combination of their performance on entrance placement exams, their transcripts, and the recommendation of parents and past teachers. If your child is new to CPSA and you would like to see them placed in the more challenging class, please speak to the administration as soon as possible as there is a limited window of time during which these changes are possible.
- Students coming from *hifz* programs or other schools must score above the minimum qualifying amount in English, math, and science to gain admission to their age-appropriate grade; students not meeting that requirement may be admitted one grade below the typical grade for their age, provided they are able to pass the same tests for that class. No student will be accepted into a grade two or more years below what grade they would normally be in.
- All students obtaining a C average or below in *any* subject at the end of the year are required to take a remedial class covering the past year's curriculum at a local community college's or public school's summer program. (individual tutoring does not suffice, it must be an accredited course). Proof of passing is mandatory to continue on to the next grade level the subsequent year. Students that fail to meet this requirement will not be allowed to progress to the subsequent grade.
- A mandatory summer revision curriculum will be implemented and enforced across all subjects and grades to make sure that students are ready to begin learning new material as soon as the new school year begins. Packets and online assignments will be distributed to students at the end of the school year and will constitute a part of the student's grade for the next school year.

## Elementary

- The elementary administration is aware that it's been difficult not having access to the playground while construction of the new building is taking place. Insha'Allah we will be planning a number of trips and activities this year for our students to provide an additional outlet for their pent-up energy and to just have some good fun. We have trips planned to nearby parks and are looking into some other fun activities for the year.
- As most elementary parents are aware, the CPSA elementary curriculum is taught at a level approximately a quarter- to half-way that of the next grade level up. Our teachers have always supplemented with topics and materials from the subsequent grade's books. Changes are now being implemented to formally assign students textbooks officially one number grade higher within the next two years. In this time, elementary teachers will be working hard with your children to bring them up to speed and formal policies will be enacted to progressively roll out these changes in the coming years until the entire elementary curriculum is taught at a level one grade higher.

## Middle School

- An initiative to boost the math skills and performance of our students focusing on the 6<sup>th</sup>-8<sup>th</sup> grades has been started. After careful discussion with teachers and the administration, we have decided to begin teaching pre-algebra from the 6<sup>th</sup> grade, with the intention of insha'Allah bumping up the math curriculum by one grade level in the 7<sup>th</sup> and 8<sup>th</sup> grades one year at a time. This year, 6<sup>th</sup> graders taking the advanced math class will be using the pre-algebra textbook. Students in the regular math class will take supplemental pre-algebra materials, but will continue to use the same textbook they have been using.
- All students from the 8<sup>th</sup> grade onwards will be required to take the PSAT.

## High School

- All students from the 9<sup>th</sup> grade onwards will be required to take the ACT.
- All students from the 10<sup>th</sup> grade onwards will additionally be required to take the SAT.
- Honors students taking biology, math, English, chemistry, and physics will have to take the corresponding SAT II subject test at the end of the school year. SAT II subject tests greatly help with college applications and are an excellent metric of overall subject comprehension and retention, and we expect our students to be able to handily pass these standardized tests without undue burden. While mandatory, performance on the SAT II subject tests will not be considered a part of the students' grade at this time.
- Students transitioning from the 11<sup>th</sup> to the 12<sup>th</sup> grade must complete a mandatory 3-month summer internship; the school is working with local businesses and institutions to provide placement for our students at programs, but students are also encouraged to explore and find offerings they would be interested in on their own as well.

If you have any questions, please don't hesitate to get in touch. As always, CPSA strives to do what is best for our students, and we look forward to another great year together, insha'Allah.

The CPSA Board and Administration