

PURPOSE: To allow work service to have a set standard to regulate how work service is graded to be fair for all students.

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BE IT RESOLVED BY THE MISSISSIPPI SCHOOL FOR MATHEMATICS AND SCIENCE SENATE:

SECTION ONE (REASONING):

There needs to be consistency between all work service programs because residents who work in Goen and Frazer typically have more demanding grading scales than those in Hooper and Shack. As a result, it's often easier to earn an "O" in Hooper or Shack. The lack of a uniform grading system makes it more difficult for people who have work service in Goen and Frazer to receive the same grades as those in Hooper and Shack. For that reason, we've decided to develop a uniform rubric so that everyone can be graded fairly and consistently across all work services.

SECTION TWO (SPECIFIC ACTION):

PART B: STUDENT SERVICES

WORK SERVICE

The school is a community of people sharing common ideas and goals, and students contributing to the betterment of the school enhance this community spirit. The time each week a student contributes to the school community benefits everyone. Residential hall work service should be completed within the hours of 9:00 a.m.-10:00 p.m. on Monday-Friday except for study hours (unless a student is excused from study hours by his/her privilege plan) and consists of custodial and non-custodial tasks. The work is important to the overall upkeep and functioning of the school, and the quality of the work done by the students exemplifies their pride in their school. The school considers work service an obligation accepted by the students as a condition of maintaining their status with the school. Students must fulfill this obligation each week and can make alternate arrangements when on a field trip, sick, or on extended weekends by rescheduling work with their supervisors. Students who miss work service because of a school or extracurricular event can make up the work service they missed on Saturday or Sunday between 9:00 a.m. and 10:00 p.m. except for study hours on Sunday (unless a student is excused from study hours by his/her privilege plan.) Students are responsible for contacting teachers, their mental/research supervisors, and work service supervisor prior to a field trip absence. Students must fulfill this obligation personally, punctually and adequately. Failure to do so will result in disciplinary action.

A work service grade will be assigned and reported on quarterly grade reports. Work service grades can be entered each week and are required to be entered at least four (4) times in a nine-

week grading period. Work service supervisors will provide students with feedback on performance as needed, **grading on a standardized rubric**. This grade is not used in calculating GPA; however, it is taken into consideration when assigning privileges and extending the invitation to return. A student who fails to complete work service for a 9-week grading period will be ineligible for privileges for the next 9- week grading period. A student who completes the school year with make-up hours due must complete that obligation before an invitation to return is extended or before a diploma is issued.

The following rubric can be used to regulate work service grading, if applicable. Combine points that fall between 6-7 to be graded as a U; 8-11 is an S, and 12-15 is an O grading.

Category	O – Outstanding (5 pts)	S – Satisfactory (3 pts)	U – Unsatisfactory (2 pts)
Quality of Work	Work consistently exceeds expectations; tasks are completed thoroughly and accurately.	Work meets expectations; tasks are generally completed correctly and on time with minor errors	Work frequently incomplete; did not complete work within assigned timeframe.
Attendance	Correct number of sign-ins or hours completed; no unexcused absences	One or two missed sign-ins but communicates responsibly.	Repeatedly absent without excuse or failed to complete within required hours/grading period.
Teamwork & Work Ethic	Demonstrates work ethic; positive, respectful, and cooperative with work service partner(s), if applicable.	Generally polite and cooperative; accepts feedback with some reminders.	Disrespectful, uncooperative, or resistant to feedback; disrupts teamwork dynamic.