

Dear Cardinals,

Of all the issues that we have had to wrangle with throughout this epidemic, the grading has been far and away the most vexing. I have tried to outline a few points for you all to understand as you read through this. I also want to warn you ahead of time that this is long, and that is only because I want to make sure that I am both clear and thorough in how we are going to approach this.

As I have shared in other communication, we see the COVID-19 pandemic more of a long term challenge for the school, as opposed to just an immediate issue. This allows us to reduce the pressure of trying to solve all of the challenges COVID-19 presents prior to the end of the year, and it also increases the array of solutions that can be developed. As a result, I want to approach grading of student work in a way that is as reasonable as possible. With that in mind, I have set the following parameters for the development of our grading procedures. Grading will:

1. Maintain a degree of accountability for completing work with a reasonable degree of accuracy.
2. Hold students harmless for any number of circumstances that they may be facing at home as a result of the COVID-19 situation.
3. Keep grading requirements on teachers at a reasonable expectation.

The plan was developed with those expectations foremost in our mind. Before getting into the grading specifics, here are some general points that need to be stated clearly:

- All senior grading will follow the directives sent out by the State Board of Education. Mr. Pugh will be sending specific information to the seniors regarding those items.
- For all K-11th grade students, the 3rd marking period will be complete effective March 13, 2020. A student's third quarter grade will reflect their work to that point. If a student is failing the third quarter, they may, at a parents request, ask to make up assignments that were missed during the third quarter. If students are unhappy with their grade for the third quarter, they may turn in the work that was completed during that two week window prior to distance learning to improve their grade. (All 3rd quarter grades should be entered into PowerSchool by Friday).
- For students who are satisfied with their grade, that two weeks worth of work will be exempted (more on that below).
- The information and the rubric listed below is to be used for all grading during the 4th marking period.
- The state has indicated that if school is to be canceled for the balance of the school year, they will provide additional guidance regarding grades. In short, it means that this grading plan could all change if that occurs.
- No determination has been made regarding EOG/EOC testing at the conclusion of the year. Guidance on those points needs to be provided by the state legislature, and it can be expected sometime around the 28th of April.

- Because of the uncertainty of the end of the year, the school has made no decision regarding final exams. That will be provided prior to the end of the month.

Without any further ado...

CCA Grading Principles for COVID-19 Global, Worldwide, and National Pandemic

12th Graders

- 12th Grade Students - All grading will adhere to the guidelines as set out by the State Board of Education. Information is to follow from Mr. Pugh.

2nd - 11th Grade

- Grading for the 3rd quarter will end on March 13th.
- Work distributed for the dates March 9th - 27th will only be collected in the event that parents want to help their child's grade. The rest of the work will be exempted. If the graded work hurts their grade, it will be exempted.
 - Why? Collecting paperwork from in excess of 500 families is a public health hazard. Not all families will have the ability to return work electronically. This seems to help us maneuver the middle path through it.
 - These grades would be submitted to improve the Quarter 3 grades.
- Teachers will allow students to make-up missed work for any student who requests it to improve their 3rd quarter grade. This is not required and should be requested by the parent. All makeup work will be accepted through midnight (12:00 a.m.) Friday, May 1st.
 - Make-up work would consist only of assignments already distributed for Quarter 3 previously. If a student is missing/late/absent an assignment from previously in quarter 3, they may submit it to improve their grades. This is not intended as "extra credit" for students. It is a way to make sure that everyone can get the stuff completed that was not completed.
 - Make-up work should be graded with the method the teacher used prior to the COVID-19 crisis.
- Makeup work can only improve a student's grade. If it harms their grade, it should be exempted.
 - Obviously, if the work is not going to impact the child's grade, then it does not need to be provided. That conversation should occur between the teacher and the parent.
- Work shared beginning on April 6th will be graded using the following rubric:

100/A	75/C	50/F
<ul style="list-style-type: none"> <input type="checkbox"/> Above 50% completed <input type="checkbox"/> Above 75% correct 	<ul style="list-style-type: none"> <input type="checkbox"/> Less than 50% completed <input type="checkbox"/> Less than 75% but above 0% correct. 	<ul style="list-style-type: none"> <input type="checkbox"/> Work is not returned. <input type="checkbox"/> Work is returned with 0% correct
<ul style="list-style-type: none"> ● All work will be classified in only one category in Gradebook as Homework/Classwork. ● All work is due prior to 11:59 p.m. on Sunday following its release. ● Late work will be accepted without penalty ● Teachers have the discretion to award the higher grade, but not the lower grade. ● Teachers should work with the EC teachers to ensure that their identified needs are accounted for. 		

K-1st

There will be no grades assigned. All students will receive either PC19 or WC19.

*PC19 and WC19 are designations provided by the state for coding purposes. It will indicate either pass or fail for the course.