

# Waconia Public Schools - ISD 110

## Distance Learning Grading & Reporting Guidelines

**Purpose and Goal:** During this time of distance learning our goal is to provide equitable learning opportunities, and create feedback and grading systems that hold all students harmless.

**Common Understandings and Guiding Principles:**

- During this time of distance learning, staff must deliver instruction based on modified priority standards, learning targets and pacing.
- Staff must monitor student learning through formative and summative assessments that are based on modified priority standards and learning targets.
- Feedback and grading must focus on meeting standards with the flexibility and understanding that many unknown variables may adversely affect student engagement and academic performance.
- Systems developed must not create inequities among protected classes of students, including special education, students with 504 plans, or English language learners.
- Systems developed should not allow for failure or retention during this unprecedented situation.
- For high school students, we must recognize that decisions regarding grading during this time of distance learning could have impacts on postsecondary schooling and future educational opportunities.

**Guiding Resources:** "Creating Equitable Grading Systems during COVID-19," education.mn.gov, 2020.

**Timeline:** D110 Board of Education approval on May 11, 2020

Grade Level	Trimester 3/Quarter 4 Grading and Reporting
K-5	<p><b>Infinite Campus Grading:</b></p> <ul style="list-style-type: none"> <li>● A special code will be entered for all trimester 3 subjects to indicate distance learning.</li> <li>● The following comment is posted in all trimester 3 progress reports:               <ul style="list-style-type: none"> <li>○ During the time period of March 16 - May 28 of 2020, students were engaged in a distance learning model of instruction resulting from the COVID-19 pandemic. Trimester 3 subjects have been successfully completed and recognition of effort and progress was shared on an individual basis with students and families via a spring conference.</li> </ul> </li> </ul> <p><b>Student and Family Feedback:</b></p> <ul style="list-style-type: none"> <li>● Between May 18 - 27, conferences with students and families will be scheduled to provide positive feedback and reinforcement for the hard work and learning that has occurred.</li> </ul>

<p>6-8</p>	<p><b>Academic Progress Grading:</b></p> <ul style="list-style-type: none"> <li>● A, A-, B+, B, B-, C+, C <ul style="list-style-type: none"> <li>○ Criteria will follow the WMS Grading for Learning scale and will be calculated into student GPA.</li> </ul> </li> <li>● P - Pass/Course credit earned <ul style="list-style-type: none"> <li>○ This acknowledges effort and work completion sufficient to receive a pass and will not be calculated in student GPA.</li> </ul> </li> <li>● NG - No grade/No credit <ul style="list-style-type: none"> <li>○ This means that there is insufficient evidence of any engagement or learning.</li> </ul> </li> </ul> <p><b>Report Card Message:</b></p> <ul style="list-style-type: none"> <li>● The following statement will be included on all WMS quarter 4 grade reports: <ul style="list-style-type: none"> <li>○ Grades that are documented during the time period of March 16 - May 28 of 2020 reflect the distance learning period resulting from the COVID-19 pandemic. Future use of these grades for academic placement, acceleration, or remediation is discouraged and should only be used with caution after balancing the information against student performance in other grading periods.</li> </ul> </li> </ul> <p><b>Other Considerations:</b></p> <ul style="list-style-type: none"> <li>● No feedback on process learning will be entered in quarter 4 grade reports.</li> <li>● No quarter 4 honor roll will be created.</li> </ul>
<p>9-12</p>	<p><b>Academic Progress Grading:</b></p> <ul style="list-style-type: none"> <li>● A, A-, B+, B, B-, C+, C <ul style="list-style-type: none"> <li>○ Criteria will follow the WHS grading scale and will be calculated into student GPA.</li> </ul> </li> <li>● P - Pass/Course credit earned <ul style="list-style-type: none"> <li>○ This acknowledges effort and work completion sufficient to receive a pass and will not be calculated in student GPA.</li> </ul> </li> <li>● NG - No grade/No credit <ul style="list-style-type: none"> <li>○ This means that there is insufficient evidence of any engagement or learning.</li> <li>○ A NG will result in a plan for credit recovery, which may require retaking the course.</li> </ul> </li> </ul> <p><b>Report Card/Transcript Message</b></p> <ul style="list-style-type: none"> <li>● The following statement will be included on all WHS trimester 3 student transcripts: <ul style="list-style-type: none"> <li>○ Grades that are documented during the time period of March 16 - May 28 of 2020 reflect the distance learning period resulting from the COVID-19 pandemic. Future use of these grades for academic placement, admission, acceleration, or remediation is discouraged and should only be used with caution after balancing the information against student performance in other grading periods.</li> </ul> </li> </ul>

	<p><b>Other Considerations:</b></p>
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- High school counselors and faculty will work directly with PSEO or concurrent enrollment students to determine grading options based on college or university guidelines.
- An appeal process will be put into place for circumstances requiring special consideration.
- No trimester 3 honor roll will be created.