

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

April 8, 2020

Dear RCSD Parent/Guardian,

First, let me say I hope you and your family are safe and healthy as you read this letter. Thank you so much for your patience and understanding as we have been adjusting, like you, to the drastic changes in life during the last few weeks. I am extremely appreciative of our students, parents, teachers, staff, and administrators for their positivity, flexibility and resilience during these trying times. A huge debt of gratitude also goes to all of our doctors, nurses, hospital employees, first responders, and our state leaders for all they are doing to keep us safe and healthy.

As you know, distance learning for the Rankin County School District is in full motion. Our goal is to provide continuous educational opportunities and practice for students while schools are closed but also to eliminate as much stress as feasibly possible for students, parents, and teachers. While it is our responsibility to continue to educate our children, we also want to compassionately take into consideration the variety of difficulties that our families and employees are enduring during this time.

The following information will provide answers to your questions related to Distance Learning grading and promotion during the COVID-19 Pandemic school closure until April 17, 2020 enacted by Governor Tate Reeves. Hopefully, we will know by next Tuesday, April 14, 2020, when or if we will resume school as normal during the 2019-2020 school year. On Wednesday, April 8, 2020, the RCSD Board of Trustees approved the RCSD 2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions, which include the grading and promotion procedures found below.

In closing, one of our main focus points for our educators and students during the 2019-2020 school year has been having a **“growth mindset”**. A growth mindset unlocks our ability to learn and grow especially during challenging times. Little did we know how important this growth mindset would be for all of us this year! Because of this experience and our growth mindset, I believe we all will be stronger when we come out on the other side of the COVID-19 Pandemic! History is being written! We hold the pen! **Together, we will write the BEST story for our children!**

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

Please contact your teacher/s or administrators if you or your students need support.

Stay strong! Stay healthy!

Serving you,

Sue Townsend, Ph.D.
Superintendent of Education
Rankin County School District

RCSD Elementary Grading and Promotion Procedures for Distance Learning

- The purpose of both the online and technology-free assignments is to provide continuous educational opportunities and practice for students while schools are closed.
- During the school closure, teachers will provide distance learning assignments created by the Elementary Curriculum Department and/or teachers through both online and technology-free access.
- Lessons will be assigned weekly. Lessons will be provided through Google Classroom and/or Zoom for those with technology access. Technology-free alternative lessons/assignments will be available through each school site with telephone support from the teacher as needed.
- **Assignments will not reflect negatively on the student's academic record but can improve your yearly average.**
- **Students can earn up to 10 points to be added to their yearly average by completing the distance learning assignments. (See Elementary Grading Procedures chart below.)**
- **A Zoom Parent/Guardian Consent and Release for Video/Audio Conferencing during COVID-19 School Closure Form** will be sent to each parent via technology or paper copy to be signed before a student can participate in a video/audio instruction.
- Online assignments will be monitored and recorded weekly. Timely feedback should be given on any assignment completed, but grades will not be assigned or recorded. **COMPLETE or INCOMPLETE will be assigned.**
- Students will be provided ample time to complete assignments.
- **All technology free assignments (paper copies) will be collected when students return and checked for completion.** Again, please keep all completed assignments to be turned in when school resumes or on a date designated by the principal.

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

- Completion of distance learning assignments in Grades K-2 will be used as evidence to support promotion or retention.
- Completion of distance learning assignments in Grades 3-6 will provide students with the opportunity to earn up to 10 points to be added to the yearly average for the 2019-2020 academic year. (See Elementary Grading Procedures chart below.)

Elementary Grading Procedures

		Kindergarten	1st & 2nd Grade	3rd Grade	Grades 4-6
Q3 (Jan. 7, 2020- Mar. 6, 2020)		Since we did not return to school after Spring Break and transitioned to distance learning, any missing assignments or assessments from 3rd Quarter were excused before calculating the Q3 average.			
Q4 4th Nine Weeks Grade Calculation	ELA	Q3 standards based grade = Q4 grade	Q3 standards based grade = Q4 grade	$S1 \times .67$ + $\frac{Q3 \times .33}{Q4 \text{ Grade}}$	$S1 \times .67$ + $\frac{Q3 \times .33}{Q4 \text{ Grade}}$
	Reading Proficiency	N/A	Q3 RL = Q4 RL	STATE Testing Exemption	N/A
	MATH	Q3 standards based grade = Q4 grade	Q3 standards based grade = Q4 grade	$S1 \times .67$ + $\frac{Q3 \times .33}{Q4 \text{ Grade}}$	$S1 \times .67$ + $\frac{Q3 \times .33}{Q4 \text{ Grade}}$
	Science and Social Studies	N/A N/A	N/A N/A	Q3 standards based grade = Q4 grade	$S1 \times .67$ + $\frac{Q3 \times .33}{Q4 \text{ Grade}}$

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

		Kindergarten	1st & 2nd Grade	3rd Grade	Grades 4-6
	Electives	Enter "S" for all	Enter "S" for all	Enter "S" for all	Enter "S" for all
S2 - Semester 2 Grade Calculation	ELA	N/A	N/A	Q3 + Q4 Total/2 = Sem 2	Q3 + Q4 Total/2 = Sem 2
	MATH	N/A	N/A	Q3 + Q4 Total/2 = Sem 2	Q3 + Q4 Total/2 = Sem 2
	Reading Proficiency	N/A	N/A	N/A	N/A
	Science and Social Studies	N/A	N/A	Q3 + Q4 Total/2 = Sem 2 Standards Based Grade	Q3 + Q4 Total/2 = Sem 2
		N/A	N/A		
End of Year Grade	ELA	Q4 standards based grade + distance learning assignments used as evidence to support promotion or retention	Q4 standards based grade + distance learning assignments used as evidence to support promotion or retention	S1 + S2 Total/2 = **Minimum End of Year Grade	S1 + S2 Total/2 = **Minimum End of Year Grade
	Reading Proficiency	N/A	Q4 RL + distance learning assignments	STATE Testing Exemption	N/A

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

		Kindergarten	1st & 2nd Grade	3rd Grade	Grades 4-6
	MATH	Q4 standards based grade + distance learning assignments used as evidence to support promotion or retention	used as evidence to support promotion or retention Q4 standards based grade + distance learning assignments used as evidence to support promotion or retention	S1 + S2 Total/2 = ** Minimum End of Year Grade	S1 + S2 Total/2 = ** Minimum End of Year Grade
	Science and Social Studies	N/A N/A	N/A N/A	S1 + S2 Total/2 = **FINAL End of Year Grade Standards Based	S1 + S2 Total/2 = End of Year Grade
	Electives	Enter "S" for all	Enter "S" for all	Enter "S" for all	Enter "S" for all
** Points that can be added to FINAL End of Year for completed Distance Learning Assignments Completion (Numerical Grades ONLY)				**Students automatically get 4 points for Weeks 1-4 added to their FINAL End of the Year <u>Numerical</u> Grade for ELA and Math. Week 1 (March 16 – 20) = 1 pt Week 2 (March 23 – 27) = 1 pt Week 3 (March 30 – Apr 3) = 1 pt	

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

	Kindergarten	1st & 2nd Grade	3rd Grade	Grades 4-6
			<p>Week 4 (April 6 - April 9) = 1 pt</p> <p>Students have the opportunity to earn an additional 6 points to add to their FINAL End of the Year Numerical Grades for ELA and Math. Weekly points can be earned during distance learning/school closure by Completing and Submitting assignments to the teacher. A student can submit assignments through Google Classroom, completing through i-Ready online, emailing completed assignments to the teacher, taking a picture of completed assignments and texting or emailing to the teacher, or turning in completed paper copies at a designated location and time set by each school principal. Teachers WILL continue to provide feedback on all completed/submitted assignments.</p> <p>Week 5 (April 14 - April 17) = 1 pt Week 6 (April 20 - April 24) = 1 pt Week 7 (April 27 - May 1) = 1 pt Week 8 (May 4 - May 8) = 1 pt Week 9 (May 11 - May 15) = 1 pt Week 10 (May 18 - 22) = 1 pt</p>	

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

Elementary Promotion/Retention Guidelines

- The RCSD Guidance for Elementary Retention 2019-2020 and the Parent/Teacher/Administrator Consent Form will be provided to aid in the determination of promotion or retention for the 2019-2020 school year. (see chart below)
- Meetings with the parents to discuss promotion/retention should occur between May 4, 2020 and May 21, 2020.
- **Note: Special Education Students:** Promotion and grading should be the same for special education students as for general education students, given that accommodations and modifications have been provided for graded assignments during school closures related to the COVID-19 pandemic. If accommodations and modifications cannot be provided, grading and promotion should be determined on an individual basis at the local school level.
- **Note: EL Students:** Students who have not reached proficiency (Level 4 or Level 5) on the English language proficiency test will not be retained, as per MDE guidelines.

Elementary Promotion and Retention Procedures

Kindergarten	<ul style="list-style-type: none">• Students in Kindergarten will be promoted to the next grade level if they have attained 70% mastery of the standards (denoted by an S or N) in English/Language Arts (ELA) and Math for the year.• Students mastering less than 70% of the standards will be retained if a consensus between the parent/guardian/teacher/administration is met.• The Kindergarten Readiness Assessment (post-test) will not be administered.• The English Language Proficiency Test (ELPT) will not be administered.
1st and 2nd Grades	<ul style="list-style-type: none">• Students in 1st and 2nd grades will be promoted to the next grade level if they have attained 70% mastery of the standards (denoted by an S or N) in English/Language Arts (ELA) and Math for the year.• The minimum reading level of an I for 1st grade and an M for 2nd grade will not be considered for promotion or retention.• Students mastering less than 70% of the standards in English/Language Arts or Math will be retained if a consensus between the parent/guardian/teacher/administration is met.

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

	<ul style="list-style-type: none">• The I-Ready Universal Screener (post-test) will not be administered.• The English Language Proficiency Test (ELPT) will not be administered.
3rd Grade 4th Grade 5th Grade 6th Grade (on elementary campuses)	<ul style="list-style-type: none">• Students in grades 3rd - 6th with a yearly average of 60 or higher in English/Language Arts (ELA) and Math will be promoted to the next grade level• Students in grades 3rd - 6th with a yearly average of 59 or lower in English/Language Arts (ELA) or Math will be retained if a consensus between the parent/guardian/teacher/administration is met.• Science and Social Studies yearly averages will not be considered for promotion or retention for 4th-6th grades for the 2019-20 school year. (Exception to Policy IHE)• The Mississippi Academic Assessment Program (MAAP), MAAP Alternate Assessment, MAAP 3rd Grade Gate and the MAAP Science Test will not be administered.• The English Language Proficiency Test (ELPT) will not be administered.

RCSD Secondary Grading and Promotion Procedures for Distance Learning

- The purpose of both the online and technology-free assignments is to provide continuous educational opportunities and practice for students while schools are closed.
- During the school closure, teachers will provide distance learning assignments created by the teachers and/or the Secondary Curriculum Department through both online and technology free access.
- Lessons will be assigned weekly. Lessons will be provided through Canvas and/or Zoom for those with technology access or technology-free alternative lessons/assignments will be available through each school site with telephone support from teacher as needed.
- **Assignments will not reflect negatively on the student's academic record but can improve your yearly average.**
- **Students can earn up to 10 points to be added to their yearly average by completing the distance learning assignments. (See Secondary Grading Procedures chart below.)**
- **A Zoom Parent/Guardian Consent and Release for Video/Audio Conferencing during COVID-19 School Closure Form** will be sent to each parent via technology or paper copy to be signed before a student can participate in video/audio instruction.
- Online assignments will be monitored and recorded weekly. Timely feedback should be given on any assignment completed, but grades will not be assigned or recorded. **We will assign COMPLETE or INCOMPLETE.**
- Students will be provided ample time to complete assignments.

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

- **All technology free assignments (paper copies) will be collected when students return and checked for completion.** Again, please keep all completed assignments to be turned in when school resumes or on a date designated by the principal.
- Credit will be given for the assignments completed.
 - PowerSchool- shows COLLECTED (**NO assigned numerical grades at this time**)
 - Canvas - shows COMPLETED (**NO assigned numerical grades at this time**)
- An “Incomplete” will be given for those assignments NOT completed until school resumes.
- Feedback will be provided as appropriate to let the student know the assignment has been received and to help students focus on what they are doing well and what they can improve on.
- *The EXCEPTION is Dual Credit courses. Follow direction from Hinds Community College.*

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

Secondary Grading Procedures

Q4 - 4th Nine Weeks Grade Calculation	$\begin{array}{r} S1 \times .67 \\ + Q3 \times .33 \\ \hline \end{array}$ 4th Nine Weeks Grade
S2 - Semester 2 Grade Calculation	$\begin{array}{r} Q3 \\ + Q4 \\ \hline \end{array}$ Divided by 2 = Semester 2 Grade (ALL students exempt from S2 exam)
Semester 2 0.5 Courses ONLY	Q3 grade should also be entered for Q4 in PowerSchool which will be the FINAL Grade ALL students exempt from S2 exam.
End of Year Grade	$\begin{array}{r} S1 \\ + S2 \\ \hline \end{array}$ Divided by 2 = FINAL End of Year Grade
Distance Learning Points that can be added to FINAL End of Year Grade	<p>Students automatically get 4 points for Weeks 1 - 4 added to their FINAL End of the Year Grade. Seniors and Dual Credit students will receive 7 points due to class ending earlier.</p> <p>Week 1 (March 16 – 20) = 1 point Week 2 (March 23 – 27) = 1 point Week 3 (March 30 – April 3) = 1 point Week 4 (April 6 - April 10) = 1 point</p> <p>Students can earn an additional 6 points to their FINAL End of the Year Grades. Weekly points will be earned by COMPLETING and SUBMITTING assignments to the teacher. Teachers WILL continue to provide feedback on all completed/submitted assignments.</p> <ul style="list-style-type: none"> • Week 5 (April 13 - April 17) - Students submit COMPLETED assigned work = 1 point • Week 6 (April 20 - April 24) - Students submit COMPLETED assigned work = 1 point • Week 7 (April 27 - May 1) - Students submit COMPLETED assigned work = 1 point • Week 8 (May 4 - May 8) - Students submit COMPLETED assigned work = 1 point • Week 9 (May 11 - May 15) - Students submit COMPLETED assigned work = 1 point • Week 10 (May 18 - 22) - Students submit COMPLETED assigned work = 1 point <p>All failures will be evaluated individually by the principal before finalizing End of the Year Grades.</p>

2019-2020 School Closures Related to COVID-19 Accreditation/Board Policy Suspensions and Revisions
Grading and Promotion Procedures for Distance Learning

Secondary Promotion and Retention Procedures

<u>6th (BMS & FMS) - 8th Grade</u> <i>Non-Carnegie Unit Courses</i>	Scores of 60 or more in math and English/Language Arts again will promote them to the next grade.
<u>7th - 12th Grade</u> <i>Carnegie Unit Courses</i>	Scores of 60 or more in Carnegie Unit courses will earn the Carnegie Unit.
Algebra I, Biology I, English II, and U.S. History students	Algebra I, Biology I, English II, and U.S. History end-of-course assessments will not be given. If a student in those courses passes the course, they won't have to pass the assessment for graduation. If a student has passed the course but not the assessment, they won't have to pass the assessment in order to graduate.

NOTE - Dual Credit courses will follow the requirements set by Hinds Community College.