



# Highland Park Middle School

## Grading Policy Update

At Highland Park Middle School, we believe that grades are one important way that we can provide students and their families feedback on student progress on the work they are completing using our online platform. Starting April 20, 2020 we will begin the process of assigning grades to our students to help provide our families with an additional measure of progress for students. This is necessary to determine a method for awarding credit for course completion to promote to the next grade level. We will continue to value and provide opportunities for teachers to share feedback to students in a variety of ways such as video conferencing, constructive comments on student assignments, and other valued practices used by our teachers. We will be assessing student proficiency on standards that have been identified by our teachers as essential learning targets during the time our school is closed.

### **Grading Policy and Guidelines**

- Each student will receive a minimum of 1 grade per week for each scheduled course with specific teacher feedback.
- All grades will fall under one category. All grades will be considered minor grades.
- Grades will be awarded on a Pass/Fail basis in accordance with student proficiency on rubrics or criteria created for the standards/ targets/ topics being assessed.
- Students will be graded based on proficiency, not completion. Students won't be penalized for not completing all of the assignments. If the student is able to demonstrate proficiency within the work submitted, the student will receive credit for proficiency. A teacher may identify specific assignments that will be graded each week.
- Grades should reflect proficiency and be assigned based on work submitted; flexibility should be provided on due dates and students should not be penalized for late assignments.
- For those students with a failing report card grade for the third nine weeks and in jeopardy of failing a year long course OR a second semester course: Teachers will work with individual students that failed the third nine weeks grading period to create a plan to earn points to earn a passing grade for the semester. The report card grade for the third nine weeks grading period will not be changed. However, any student who successfully completes the plan provided by the teacher AND receives a passing grade for the fourth nine weeks grading period will receive a passing grade for the semester.
- Teachers should address individual situations with empathy and generosity.

- Teachers will provide weekly feedback on proficiency of standards assessed for the week. This will be done through the use of Google Classroom, rubrics, video conferencing, checklists, anecdotal comments via email, as well as other communication tools made available to teachers.
- Additional communication with parents/guardians shall occur for any student earning two consecutive failing grades or a total of three failing grades. Notification may be via phone or email.
- The report card grade for the 4th quarter will represent a summative evaluation of student proficiency on essential learning standards addressed during the quarter, Pass/Fail.
- A student will be provided with a reasonable opportunity to demonstrate proficiency for any standards for which they received a failing grade.
- Teachers will provide accommodations and support for students served under Special Education and 504 in the best manner possible given the constraints and opportunities of teaching and learning in an online platform.