

## COVID-19 GRADING GUIDELINES

### How will assignments be distributed?

There will be no change in the delivery of the daily instructional pages. Snook ISD will continue the daily instructional pages that can be found at the Education Resource Center on the [Snook ISD website](#). The assignments on the daily instructional pages may be completed either digitally or by printed material. Printed daily instructional pages can be received at the school from 8 AM to 1PM, during [lunch pick-up](#) or at the Snook Post Office.

Snook Secondary students need to be aware of the courses listed on each grade level instructional page. Some students may be taking courses found in grade levels other than the one in which they are enrolled and may need to collect multiple grade level packets. (For example, a Grade 8 student who is enrolled in Algebra 1 will need to take a Grade 8 and a Grade 9 packet and complete the assignments for the courses s/he is enrolled in.)

Students enrolled in Advanced Placement (AP) courses and College Prep courses must contact their teachers about end-of-course expectations and exam preparation.

### What assignments will be graded?

Snook ISD teachers will assess 2 Reading, 2 Writing, 2 Math, 1 Science and 1 Social Studies assignment each week. Graded assignments can be identified with the following icon:



For printed materials, many graded activities will be attachments that will need to be completed in addition to the daily learning activities. Non-graded learning activities may need to be done in order for students to be better prepared for graded assignments.

Students enrolled in pre-kindergarten and kindergarten will be contacted by their teacher regarding how grading will be managed for those grades.

Participation grades will be awarded to students for the submission of work and the weekly communication with teachers.

### What if we have questions about the assignments?

Families with questions about assignments should contact teachers by email which will be provided on the daily instructional pages. When emailing teachers, it is recommended that you leave a contact number and a time that you are available. This will allow teachers to address concerns directly.

### **How will assignments be returned to teachers?**

If families are completing assignments digitally, teachers will communicate how best to return assignments (e.g. email attachment, Google Classroom submission). If a parent decides to take a picture of a student's work, be sure to that the image is easy to read.

If families are completing printed assignments, a letter envelope will be attached to the packet. The envelope will be used for returning all completed work for the week. Envelopes should not be sealed or moistened. Completed assignments are to be returned from 11 AM to 1 PM at [lunch pick-up sites](#) , at the school reception desk from 8 AM to 1 PM, or may be placed in a drop box outside the main entrance of the school building.

Both digital and printed assignments need to be labeled with the student's first and last name.

Teachers will be notified of submitted printed assignments as each is returned. Teachers will be able to view student work after a recommended waiting period.

### **What if we choose not to submit assignments?**

Families choosing not to complete assignments will be given an "Incomplete". A Grade Placement Committee will be formed to determine if a student has demonstrated an adequate amount of progress during the school year to warrant promotion. The Grade Placement Committee will also determine if accelerated instruction (i.e. summer school) may be required.

Promotion and retention will be based on student work completed (grades), benchmark performance, and attendance (including COVID-19 check-ins).

### **How will 6-week grades be calculated?**

The 5<sup>th</sup> 6-weeks grade for yearlong course will be calculated by averaging the grades for the first four 6-weeks (using only 6-week grades not semester exams).

$$5^{\text{th}} \text{ 6-weeks} = \frac{(1^{\text{st}} \text{ 6-weeks}) + (2^{\text{nd}} \text{ 6-weeks}) + (3^{\text{rd}} \text{ 6-weeks}) + (4^{\text{th}} \text{ 6-weeks})}{4}$$

The 5<sup>th</sup> 6-weeks grade for one semester courses will be calculated by copying the 4<sup>th</sup> 6-weeks.

$$5^{\text{th}} \text{ 6-weeks} = 4^{\text{th}} \text{ 6-weeks}$$

Assuming school begins May 4, grading for the 6<sup>th</sup> 6-weeks will come from both at-home assignments and in-class assignments. The last day to submit at-home assignments will be Monday, May 18, 2020.

Assuming school is closed indefinitely, grading for the 6<sup>th</sup> 6-weeks will come from at-home assignments ONLY. The last day to submit at-home assignments will be Monday, May 18, 2020.

Students enrolled in high school electives will create an end-of-year project. Details about end-of-year projects will be shared at a later date.

Students enrolled in pre-kindergarten and kindergarten will be contacted by their teacher regarding how grading will be managed for those grades.

**When will report cards be available?**

Teachers are currently calculating 5<sup>th</sup> 6-weeks averages based on these new grading guidelines. Report cards will be mailed out by Thursday, April 16, 2020. As a reminder, families can view student grades through Parent Portal. Parent Portal also allows you to receive grade alerts so that you can track student progress. If you have questions about Parent Portal, please contact the main office at 979.272.8307.

**How will class rank be addressed?**

For seniors of the 2020 graduating class, GPA calculations will exclude the 2020 spring semester. Snook ISD is waiting on further guidance from the Texas Education Agency on how to address future graduating classes.