



# **WOODVILLE ISD**

## **GRADING PROCEDURES For SPRING 2020**

*(In Response to Covid-19 Health Crisis)*

We understand that grades in the current environment are a concern for students, parents and teachers. Our goal as educators is for students to progress in their learning and be supported in the current home-based education program as we navigate through this unusual situation. However we also understand that this global pandemic has had an overwhelming impact on all our families and we want to extend grace to our students and their families during this time of crisis. Please see information below regarding changes to grading procedures for Spring 2020.

### **Spring Semester Grading Cycles**

School Districts have the authority to set and modify grading periods. Due to our current situation with COVID-19, Woodville ISD is modifying the grading cycles for the Spring semester as follows:

- 4th Six-Week Grading Cycle - Completed February 14, 2020
- 5th Grading Cycle will reflect progress on school-based learning from February 25 to March 16, 2020.
- 6th Grading Cycle will reflect progress on home-based learning from March 17 until the end of the school year.

While we will work with students as much as possible during these unprecedented times, in order to receive credit for the year, assignments must be completed and returned. This is true for ALL students, Pre-K through 12th grade. TEA requires that students demonstrate proficiency on required learning objectives (TEKS) before credit can be awarded. Any work not completed and returned as required could result in the student not receiving credit and failing for the second semester. This could impact high school students in particular as they may have to give up electives and retake classes during the 2020-2021 school year in order to regain credit. It could also impact their grade level designation as these are determined by credits earned, not by the number of years in school. (ie: Freshman, Sophomore, Junior, Senior) Graduating Seniors must also complete second-semester requirements to earn credits for graduation. If credits are not earned, they may not be able to graduate with their class in May. Please communicate with your child's teachers to ensure all requirements are met for the year!

### **5th Grading Cycle ~ (February 25 - March 16th - School Based Learning)**

- Because of the short grading cycle (3 weeks instead of 6 weeks), the final grade for the 5th Grading Cycle will be calculated by taking the average of the grades from Feb. 25th -Mar. 16th and the 4th Six Weeks report card grade. This will serve as the "final" grade for school-based instruction.
- Students will not be penalized for missing assignments or make-up work beyond their control due to Covid-19.

### **6th Grading Cycle ~ (March 17th -May 29th- Home Based Learning)**

- Due to the transition to home-based learning, the **6th Grading Cycle** will began on March 17th.
- Teachers will continue to focus on preparing students for the next grade level and provide meaningful feedback on students' learning. Home-based learning lessons will focus on concepts that target specific TEKS objectives that are critical for students to know before promotion to the next grade level. Our purpose is to support students and provide targeted instruction based on critical grade level objectives while minimizing additional stress and anxiety on parents and families.

- To balance expectations for teachers and families, students will receive a **minimum of six grades per course for the last grading period**. All grades will be formative and weighted equally.
- We will be implementing a PASS / FAIL / INCOMPLETE reporting method as explained below:
  - **P** for Pass (Students are meeting expectations and/or making progress - 70 and above)
  - **F** for Fail (Students are not making progress and/or are not meeting expectations for the objective of the assignment.)
    - Teachers will work with students who fail assignments related to critical TEKS to provide opportunities for reteaching, extra support, and redoing assignments until a Pass is earned. Students must participate and complete the additional work as assigned to show progress/mastery and change the Fail to a Pass.
  - **I** for Incomplete (No student work has been received.)
    - Students who do not turn anything in will be required to attend a remediation program this summer and/or fall to regain credit or may have to retake classes during the 2020-2021 school year.
- Due to the change in grades and instructional methods, TxEIS Gradebook (Parent Portal) will not be open. Teachers will be maintaining their own gradebooks during this time.
- Students who have failed the first semester and/or the 4th and 5th grading cycles will have the opportunity to regain credit by completing an individualized promotion plan that includes additional lessons and assignments targeting the student's specific areas of need. Teachers will communicate the plan with parents and/or students. All additional work must be completed as assigned and the student must show progress towards mastery of TEKS objectives on grade level. It is important for parents and students to understand that the possibility of retention remains if grade level expectations are not met.

## **DELIVERY AND RETURN OF INSTRUCTIONAL PACKETS**

Primary delivery of new instructional packets will be done digitally and will be available on the district website by the end of the day on April 20. Teachers will also share assignments with their students via digital means (email, Remind, specific apps, etc.) We will honor other options by request only. If you cannot access assignments by digital means, please call the appropriate campus office between 8am-12:00noon Monday-Friday beginning April 20, 2020 to request paper packets.

As students complete assignments, they are encouraged to return them to the teacher using digital means as much as possible. This can be done through email, text messages, Remind, software apps, etc. Another method is to take a photo of the completed work and email or text it to the teacher. If unable to return assignments digitally, drop boxes will be located at the entrance to all campuses from 8:00am-12:00noon daily. Packets may also be returned during meal deliveries on Mondays and Wednesdays (please see attached flyer.)

All assignments must be returned no later than Tuesday, May 5. Students are encouraged to return assignments digitally or via drop-off locations as they are completed but may also bring the assignments with them when they return to school on May 5. Please be sure students write their name, the name of the teacher and the subject on each assignment before turning it in!

## **GRADUATING SENIORS**

Seniors must continue to complete assignments and return work in order to earn credits and graduate this year. Students who do not complete and return assignments are in danger of losing credit for the spring semester which could prevent them from meeting state graduation requirements. If this occurs, the student will not be able to graduate with their class in May.

GPA and Class Ranking will be based on 1st Semester grades in the 2019-2020 school year. Second Semester grades will be exempted from GPA and ranking.

Final Ranking for graduation purposes has been completed and the top 10% of graduating seniors, including Valedictorian and Salutatorian, have been officially notified. We extend our congratulations to these students for their commitment to excellence and look forward to hearing of their future successes.

At this time we plan to hold graduation as scheduled. If unable to do so, the graduation ceremony will be held later this summer. It is important to us that we honor and recognize our graduating seniors and their accomplishments.

## **Questions**

### ***Will my student be required to take the STAAR tests this year?***

Students will not take STAAR tests this spring. The state and federal government have waived all mandated testing requirements for the 2019-2020 school year. However districts are required to ensure that students have demonstrated proficiency in the TEKS (Texas Essential Knowledge and Skills) for their grade level or course through home-based learning programs.

### ***What about Seniors that have not passed all their EOC's?***

If your student is a senior and has not passed all EOCs and/or earned credits for graduation, your campus counselor will be contacting parents/students regarding the Individual Graduation Committee process.

### ***What will the grading practices be in Dual Credit courses?***

Students enrolled in Dual Credit classes will be affected by the colleges' decisions regarding grades. Students will still earn their college credit for these courses, but they will not be used for class rank.

### ***How does this affect the future GPA and class rankings for current High School students?***

It is our intent that Spring 2020 grades will not be calculated into the GPA or class ranking for any students who were enrolled in grades 9-11 during the Spring 2020 Semester. TEA and TASB will be providing more guidance on this over the next few months.

### ***Are we continuing with Pass, Fail, and Incomplete if students return to school in May?***

Due to the disruption of educational services and the transition to a new home-based learning model, the district will continue with the Pass, Fail, Incomplete grading system for the remainder of the year, regardless of if students return to school in May or not.

### ***Can we still turn in work from the packets sent home in March when this first began?***

Yes! It is important that all work be returned so that teachers can monitor progress and provide feedback to the student on their performance. Per TEA, students must demonstrate proficiency in meeting state learning objectives (TEKS) to earn credit for the semester. A student who does not complete and return the assignments cannot be awarded credit. This puts the student at risk of retention and may require him/her to retake classes.

### ***Where can I find the home-based lessons that my child should be completing?***

Instructional packets with lessons through April 10 were mailed to students the week of March 16. Lessons for April 20-May 4 will be made available digitally on the district website at [www.woodvilleeagles.org](http://www.woodvilleeagles.org). There is a special link at the very top of the page labeled "At Home Learning". Click on this link to find lessons for your child's grade level/classes. Teachers will also send information to students digitally. If unable to access online, please call your child's campus to have lessons mailed or printed for pickup.

***How should I plan for the remainder of the year?***

The current plan has staff returning on Monday, May 4 for a staff workday and students returning on Tuesday, May 5. While we continue to hope that this may occur, we are asking parents and teachers to anticipate and prepare for home-based learning for the remainder of the year. At this time, teachers are preparing home-based lessons for students through May 4. On April 20, these lessons will be sent out by the teachers and made available digitally through a special link on the district website. If students are unable to return to school for classes, home-based learning lessons will be prepared and sent out for the remainder of the year on May 5.

***My child receives Special Services. How do I ensure that his/her needs are being met?***

Special programs teachers are reaching out to families of students identified with special needs to provide additional support to parents during this time. They are also working with classroom teachers to ensure that accommodations and modifications are provided as much as possible through alternative means. If you have any questions or concerns with lessons or services, please contact the campus or district office.

***What if my child is Failing in the work they submit?***

All lessons are considered formative for the remainder of the year. If a student is not meeting expectations or making progress on a critical skill or objective, the teacher is expected to reach out to the student (and/or parent) and make efforts to reteach by identifying the misconception or misunderstanding. The student will be provided extra opportunities to practice and complete work showing progress/mastery of the skill/objective until a P is achieved. Because the teacher will be providing more individualized instruction and support, all students should meet proficiency requirements unless the student does not take advantage of the opportunities offered.

***Can I get computers or internet access for my child through the school?***

While the district is providing MiFi devices to the students for free, the district does not have the capacity to provide a computer, Chromebook, laptop or other digital devices to students at this time. Please contact your child's campus if you need a MiFi device to access internet.

***How do I communicate with the teachers and/or principal?***

Teachers are expected to make every effort to connect and communicate assignments and work expectations with students and parents, providing instructional support and intervention help as needed. Please feel free to contact the teacher directly through whatever means works best for you, email, text, phone call, etc. If you cannot reach a teacher or have additional questions or concerns, please feel free to contact your child's campus administrator using the information below. Campus offices are open from 8:00am-12:00noon Monday thru Friday.

Wheat Elementary School  
Principal: Gina Greaff  
(409) 283-2452  
[gina.greaff@woodvilleeagles.org](mailto:gina.greaff@woodvilleeagles.org)

Woodville Intermediate School  
Principal: Bonnie Trammell  
(409) 283-2549  
[bonnie.trammell@woodvilleeagles.org](mailto:bonnie.trammell@woodvilleeagles.org)

Woodville Middle School  
Principal: Kevin Frauenberger  
(409) 283-7109  
[kevin.frauenberger@woodvilleeagles.org](mailto:kevin.frauenberger@woodvilleeagles.org)

Woodville High School  
Interim Principal: Roschelle Springfield  
(409) 283-3714  
[r.springfield@woodvilleeagles.org](mailto:r.springfield@woodvilleeagles.org)

Woodville ISD Central Office  
Superintendent: Lisa Meysembourg  
(409) 283-3752  
[lisa.m@woodvilleeagles.org](mailto:lisa.m@woodvilleeagles.org)

Tyler County Special Education Cooperative  
Director: Jennifer Dunson  
(409) 283-3752  
[jennifer.dunson@woodvilleeagles.org](mailto:jennifer.dunson@woodvilleeagles.org)