



South Harrison Township Elementary School District

Dr. James J. Lavender
Superintendent of Schools

Dr. Corinne Sannino
Principal

Dear South Harrison Families,

Due to this unprecedented public health crisis, temporary modifications have been made to the district's instructional grading and reporting requirements for Trimester 3 (T3) to alleviate the pressure on students and families and facilitate the most equitable transition for all students to virtual learning. No grading policy will completely address equity issues that exist, but we are making every effort to mitigate potential negative impacts during this time. Therefore, I am announcing South Harrison Elementary School's provisional grading plan for Trimester 3 outlined below:

Special Education: Any student with an Individualized Education Plan (IEP) will receive a final report in the mail.

Preschool: Final report cards will not be issued. Students transitioning to kindergarten are participating in a *Kindergarten Screening* conducted through a virtual conference.

Grades K-3: Standards-based grading will continue with a focus on meeting grade level targets for the majority of English language arts and math learning objectives. No score will be given for science, social studies, or 21st Century Skills. For final grading purposes, data collected from assignments completed on various online platforms during the last fourteen weeks, with a heavy emphasis on work completed during the week of June 8, will be used to inform progress made this school year. Please allow your child to complete the work independently to capture a more accurate assessment. Special areas will use a rubric to assign scores based on student engagement and work completion. On the report card, teachers will record NE for skills that were not observed during the COVID-19 closure. An asterisk will appear in the T3 column along with the following in the T3 comment section: Modified curriculum and assessments between March 16 and June 19 due to Covid-19 school closure.

Additionally, we invite parents and guardians to schedule a virtual meeting for your child to meet with his/her homeroom teacher. During this time, your child's homeroom teacher will be administering end of the year assessment tasks (e.g., identify letters, read nonsense words, read a passage) to your child 1:1 (with the presence of an adult). If your child already mastered these skills during the first two trimesters, your child's teacher will reach out to you separately to let you know a meeting is not necessary. The virtual meeting with the teacher will be scheduled using our online registration tool, PTCFast, during the week of June 8. These imperative reading foundational skills cannot be accurately measured by online assignments. Please schedule no later than June 5 using the following

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directions: [Directions for Accessing the Online Conference Portal](#). Once scheduled, you will receive an email with directions on how to join the virtual meeting.

Grade 4: Standards-based grading will continue with a focus on meeting grade level targets for the majority of English language arts, math, science, and social studies learning objectives. No score will be given for 21st Century Skills. For final grading purposes, data collected during the last fourteen weeks, with a heavy emphasis on work completed during the week of June 8, will be used to inform progress made this school year. Please allow your child to complete the work independently to capture a more accurate assessment. Special areas will use a rubric to assign scores based on student engagement and work completion. On the report card, teachers will record NE for skills that were not observed during the COVID-19 closure. An asterisk will appear in the T3 column along with the following in the comment section: Modified curriculum and assessments between March 16 and June 19 due to Covid-19 school closure.

Grades 5-6: Grades 5-6 will transition to a modified pass/fail grading policy for Trimester 3, in all content areas and special areas. This policy will also assign numerical value equivalents to the pass/fail grade, for Trimester 3 grades only, to be used to compute final grades. Final grades will be computed by averaging Trimester (1), Trimester (2), and Trimester (3) grades to calculate the final Year 1 (Y1) grade. In doing so, we aim to reflect student effort throughout the learning process while minimizing the impact on grading due to virtual learning. By June 11, ALL missing work must be completed. Student engagement is expected until the end of the school year.

Calculating Final Grades and Grade Point Averages

Final Year 1 (Y1) Grades are computed by averaging Trimester 1 (T1), Trimester 2 (T2), and Trimester 3 (T3) grades. For example, if a student earned a 90 in science during T1, 88 during T2, and earns a “pass” (P) in T3, and the numerical value equivalent (NVE) assigned is a 92, the Y1 grade would be computed as the average of the 90, 88, and 92, which equals a 90. The cumulative final grade assists with making placement decisions.

Provisional Grading Policy

Letter Grade	Numerical Value Equivalent	Proficiency Definition
P (pass)	92	Students who engage routinely, complete assignments, and reflect on feedback provided by the teacher will receive a “P” for Trimester 3 (T3). The numerical value equivalent used will be a 92 for the purpose of computing Y1 grades.
P (pass)	93 and above	Students who engage routinely, complete assignments, and reflect on feedback provided by the teacher will receive a “P” for Trimester 3 (T3). If a student earned a grade higher than a 92 in T3, the higher grade will be recorded as the numerical value



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F (fail)	69	equivalent to be used for the purpose of computing Y1 grades. Students who do not engage in the virtual learning process nor participate in virtual instruction, and fail to complete assignments will receive a “F” for Trimester 3 (T3). The numerical value equivalent will be a 69 for the purpose of determining Y1 grades.
I (incomplete)	N/A	If extenuating circumstances prevent a student from completing/participating in work assigned during the virtual learning period, an “I” will be recorded for the T3 grade. In this case, the student will have the opportunity to complete the work at a later date and then earn a recorded “P” or “F” for T3 as described above. Extensions must be approved by the principal.

Final report cards will be issued on Monday, June 22. If you have any questions about our provisional grading policy for Trimester 3, please do not hesitate to reach out to me.

Take care,



Dr. Corinne Sannino
Principal



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