

BALTIMORE CITY PUBLIC SCHOOLS

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Chief Executive Officer

April 20, 2020

Dear City Schools Educators,

As a district, we want to acknowledge and thank you for your hard work and continuous commitment to engage City Schools students in their learning during these unprecedented times. We have received countless messages from City Schools families acknowledging and appreciating the incorporation of distance learning, highlighting the many benefits from offering continuity of learning.

This school year has been unparalleled; we engaged in traditional teaching and learning for close to three-quarters of the school year and will conclude the year implementing distance learning. We engaged in teaching students and progress monitoring their mastery of content in quarters 1 and 2, and nearly all of quarter 3. With the transition to distance learning, in quarter 4, our priority as a district is to engage students in continuous learning and to make sure that our students receive ongoing feedback from their teacher.

The purpose of this communication is to provide you with the district grading guidance for quarter 4 and the final grade calculation. Striving to provide our students with continuous academic opportunities that minimizes learning loss through various methods, we recognize many students will access distance-based learning successfully, and others may experience significant challenges. In a concerted effort to support all our students, teachers should follow the grading guidance below:

Quarter 4 PreK -12 Grading Guidance: City Schools will offer the Pass/Incomplete grading option for quarter 4. Through the online learning opportunities, packets and lessons via television, students are provided engaging activities, assignments and projects to support their learning. Students may submit work assigned to them via our distance learning platforms. Students engaging with learning packets will not return paper copies. Instead, teachers will monitor and offer support to students via weekly check-in calls. The goal of reviewing student work is to support those students in their engagement in the lessons.

- Pass is issued to students who have been able to engage in distance learning, to include learning packets.
- Incomplete is issued to students whom the schools have not been successful in engaging through multiple avenues.

Final Grading Guidance K-12th: The final grade is a computation of quarters 1-2 (Semester 1) and quarter 3 (Semester 2), with up to 6 additional points to be earned toward the final number grade.

We recognize the challenges in ensuring equity across all students in their ability and access to resources and supports to increase their final grade during this time of distance learning. In acknowledgement of the work completed by students that have engaged in distance learning, students may earn up to 6 additional points toward their final grade. Teachers should use the appendix for guidance on how to issue the additional points.

Additional specifics:

- **PreK:** Pre-school does not have a final grade option. Teachers will use the quarter 3 grade as the final grade.

- **Year-long courses with exams:** Final grades will be 90% of the weighted average of quarter(s) 1-3 and 10% of the Semester 1 exam (Q1:30%; Q2:30%; Q3: 30% and Semester 1 Exam: 10%); plus, any additional earned points. Again, students may earn up to 6 additional points toward their final grade.
- **Year-long courses without exams:** Final grade will weigh the average of quarter(s) 1-3, plus any additional earned points, to the final grade. Again, teachers may issue up to 6 additional points toward the students' final grade.
- **Semester-Two courses:** Final grade is based on quarter 3 and any additional points students may earn. Again, teachers may issue up to 6 additional points toward the students' final grade.
- **Trimester Courses:** City Schools will offer the Pass/Incomplete grading option for trimester 3. Through the online learning opportunities, packets and lessons via television, students are provided engaging activities, assignments and projects to support their learning. Students may submit work assigned to them via our distance learning platforms. Students engaging with learning packets will not return paper copies, as the alternative, teachers will monitor and offer support to students via weekly check-in calls. The goal of reviewing student work is purely to support those students in their engagement in the lessons.

We value and recognize the flexibility you've demonstrated in supporting our goal to provide continuity of learning. We thank you for your efforts in supporting our school communities and our students.

Thank you,



John Davis
Chief of Schools

Quarter 4 and Final Grade Appendix:

Pass/Incomplete

Grading Option(s)	Additional Guidance
Pass	<p>Teachers will assign a minimum of two (2) assignments per week for each class.</p> <p>Pass is for participation</p> <p>All students may submit work assigned to them via our distance learning platforms. Students engaging with learning packets will not return paper copies, as the alternate, teachers will monitor engagement and provide learning support via weekly check-in calls.</p> <p>Teachers should provide feedback to students on assignments based on student understanding/continued learning – creating ongoing learning for students and not for “traditional” grading.</p> <p>Teachers can use varied ways to provide feedback: Dojo, text, Instagram, Facebook, photos of students completed packets via text messaging, etc.</p> <p>Teachers, with support from school leaders, will provide directions to families around submitting and documenting work via the Online Resource Hub or other platforms.</p>
Incomplete	<p>Incomplete is given to those students that teachers are unable to contact through the entire quarter 4 and gather evidence of their engagement in distance learning.</p> <p>Teachers should collaborate with social workers, counselors, and other related service providers regarding their ability to track students' progress.</p> <p>The incomplete will serve as a signal for additional instructional support for SY:20-21.</p>

The final grade is a computation of quarters 1-2 (Semester 1) and quarter 3 (Semester 2), with up to 6 additional points to be earned toward the final number grade.

K-11th grade(s): Students should engage with learning packets, television lessons, or online learning. Teachers will monitor and support via weekly check-in calls, online assignment engagement, etc. (alignment w/ pass language).

Points	A complete assignment is when a student has given a sincere effort and demonstrates learning. Under the circumstances, please take into consideration a student’s ELL status and the Continuity of Learning Individualized Plan (CLIP) for students with disabilities. Successful engagement in distance learning will result in the improvement of the students' final grade.
0	Students complete 0 to 19% distance learning assignments. Teachers will provide feedback weekly throughout the quarter to discuss student work. Engagement in distance learning will result in the improvement of the students' final grade.
2	Students complete 20 to 39% distance learning assignments. Teachers will provide feedback weekly throughout the quarter to discuss student work. Engagement in distance learning will result in the improvement of the students' final grade.
4	Students complete 40 to 79% distance learning assignments. Teachers will provide feedback weekly throughout the quarter to discuss student work. Engagement in distance learning will result in the improvement of the students’ final grade.
6	Students complete 80% or more distance learning assignments. Teachers will provide feedback weekly throughout the quarter to discuss student work. Engagement in distance learning will result in the improvement of the students’ final grade.

12th grade: Senior students will complete one weekly assignment for their classes for six weeks.

Points	Successful completion of a project will result in the improvement of the students' final grade.
0	Seniors complete 0 or 1 out 6-weeks outlined in the project. Teachers will provide feedback weekly throughout the quarter to discuss student work.
2	Seniors complete 2 or 3 out of 6 weeks outlined in the project. Teachers will provide feedback weekly throughout the quarter to discuss student work.
4	Seniors complete 4 or 5 out of 6 weeks outlined in the project. Teachers will provide feedback weekly throughout the quarter to discuss student work.
6	Seniors complete ALL 6 assigned weeks outlined in the project. Teachers will provide feedback weekly throughout the quarter to discuss student work.