

Grades/Evaluation Of Student Achievement Under Emergency Conditions

01 The Governing Board recognizes that while physical school sites are closed
02 under emergency conditions, learning is continuing through distance learning.
03 The Governing Board seeks to support students, including high school seniors
04 on-track to graduate, in preserving the progress they made prior to physical
05 school closures and enabling them to demonstrate further learning in ways that
06 take into account the new online distance learning instructional program. The
07 Governing Board seeks to encourage continued learning and engagement
08 while also taking a supportive, constructive, and meaningful approach to
09 grading during this unusual time. Recognizing the unique demands of the San
10 Marino online distance learning program and taking into account the need to
11 be flexible given the public health crisis, the following policy changes shall be
12 in effect until schools physically reopen for students:
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Graduation Requirements

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18 The 40 hours of community service graduation requirement shall be
19 suspended for the class of 2020. Should schools be dismissed for part or all of
20 the 2020-21 school year, the Board reserves the right to eliminate or modify
21 this graduation requirement.
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24 The Cardiopulmonary Resuscitation CPR (AB 1719 - Rodriguez) graduation
25 requirements shall be suspended for the class of 2020.
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Make-up Work

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29 During the third quarter of 2020, students who missed school work because of
30 an excused or unexcused absence (aside from truancy) shall be given the
31 opportunity to complete all assignments and tests that can be reasonably
32 provided. As determined by the teacher, the assignments and tests shall be
33 reasonably equivalent to, but not necessarily identical to, the assignments and
34 tests missed during the absence. Students shall receive full credit for work
35 satisfactorily completed within a reasonable period of time as determined by
36 the teacher.
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39 During the fourth quarter of 2020, students who miss school work shall be
40 given the opportunity to complete all assignments and tests that can be
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Grades/Evaluation Of Student Achievement Under Emergency Conditions

43 reasonably provided. Students shall receive full credit for make-up work
44 satisfactorily completed during the fourth quarter.
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Grading

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48 Teachers shall adjust grading practices for the final quarter/semester/trimester
49 2020 to reflect the online study learning environment they have created for
50 students.
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Elementary Schools

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54 For students in grades TK-5, the students' second-trimester grades will serve
55 as final grades assigned for academic progress and effort. Teachers, however,
56 shall provide comments on the students' performance over the course of the
57 year, including progress and participation during the online distance learning
58 period.
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Middle School

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62 For students in grades 6-8, a Credit (Cr) / No Credit (NC) grade shall be
63 assigned for the fourth quarter. The Credit (Cr) / No Credit (NC) grade shall not
64 be calculated in the grade point average (GPA) and shall be reported on the
65 following scale:
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- 69 ● CR (60-100%) Credit 0 grade points
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- 71 ● NC (0-59%) No Credit 0 grade points
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High School and High School Courses at Middle School

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74 The faculty and staff of San Marino High School are committed to continued
75 teaching and distance learning, including assessment and evaluation of work,
76 through alternative means during this prolonged period of student dismissal.
77 Furthermore, San Marino High School's faculty and staff have prioritized
78 wellness as the foundational tenet of distance learning and will exercise care
79 and compassion to ensure the physical safety and the mental health and
80 well-being of students, staff, and families on and off campuses, and to ensure
81 the educational needs of all students are addressed through a distance
82 learning environment.
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Grades/Evaluation Of Student Achievement Under Emergency Conditions

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During this time of student dismissal, and until further notice:

1. Teachers shall continue to provide instruction using distance learning tools and resources.
2. Students shall be held harmless for their spring 2020 grades and the transition to distance learning. "Hold harmless grading" is a concept whereby a student participating in distance learning will maintain or improve her/his current grade in the course. The teacher of record offers distance learning or independent study to students, and student grades can be raised by participating (completing assigned work & attendance in accordance with teacher expectations), but cannot be lowered.
3. Board Policy and Administrative Regulation 5121 - Grades/Evaluation of Student Achievement shall be temporarily suspended during the period of student dismissal.
4. For students in grades 9-12, teachers shall assign final grades based on students' third-quarter grades or students' grades when the student dismissal occurred, with opportunities (completion of assigned work & attendance in accordance with teacher expectations) to increase but not decrease the final grade.

An A-B-C-D grading scale shall be applied for academic and citizenship grades issued for assignments and for final letter grades during the second semester of 2020. In order to assign a mark of "D," a teacher must implement and document each of the following steps:

- a. Communicate with the student and family with an offer to provide additional opportunities for the student to turn in assignments or make-up work and to discuss needed academic support;
- b. Collaborate with the student's comprehensive counselor or student support personnel to follow up on the opportunities provided in the initial contact, for the student to turn in

Grades/Evaluation Of Student Achievement Under Emergency Conditions

- 129 assignments or make-up work, and to provide additional
- 130 intervention and support as needed;
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- 132 c. Consult with a site administrator. The 'log entries' in PowerSchool
- 133 allows counselors or administrators to document communication
- 134 with families.
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- 136 7. Students' work and continued engagement in learning and completion of
- 137 assignments and assessments may play a critical role in determining
- 138 next course placement, and recommendations for participation in
- 139 honors, advanced, and Advanced Placement coursework. Sustained
- 140 effort in distance learning will also contribute positively to the end of the
- 141 semester citizenship marks, which play an important role in students
- 142 retaining eligibility status for Titan athletics and other co-curricular and
- 143 extra-curricular activities.
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