

## Remote Learning Update for Teachers – 5/21/2020

1. The last day for teachers, May 29, is a teacher work day. Finalizing grades, evaluation meetings, and other necessary year-end responsibilities should be completed by the end of the work day. There is no scheduled district-wide professional learning on this day.
2. Elementary and middle school grades (frozen at the end of the 3<sup>rd</sup> quarter and not subject to potential adjustment) may be finalized prior to the 29<sup>th</sup>; however, elementary and middle school teachers must be certain to utilize the averaging process—based on the 12 point scale—per district guidelines. While the elementary gradebook does provide a final “total point” average, if a student would benefit from using the 12 point scale to average the grades from the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> quarters, then the final grade should reflect this so that a student’s final grades are not negatively impacted by the COVID-19 closures.

### 12 Point Scale

12 = A+  
11 = A  
10 = A-  
9 = B+  
8 = B  
7 = B-  
6 = C+  
5 = C  
4 = C-  
3 = D+  
2 = D  
1 = D-  
0 = F

Note: You can look up the final grades for each quarter by pulling up the page for each quarter separately, or you can run a "Student Detail" report to see all three grades at once (this report doesn't include the system's year-end calculation).

Averaging three letter grades using the 12-point scale is simple math. For example, a 1st quarter "B," 2nd quarter "B-" and a 3rd quarter "A-" would be figured as follows:

$$8 (B) + 7 (B-) + 10 (A-) = 25$$

$25/3 = 8.3$ . If you round 8.3 to the nearest whole number you get 8. 8 is a B.

\*If your average ends up mid-way between two numbers, round up.

3. In high schools, replacement grades for missing or re-submitted 3<sup>rd</sup> quarter assignments should be recorded in the 3<sup>rd</sup> quarter—there should be no “new” grades recorded for assignments that originated after March 13.
4. The overall score on final summative evaluations isn’t automatically calculated by the program anymore. Principals have to hand-calculate the final summative observation rating using the following formula: Domain 1 is 10%, Domain 2 is 75%, and Domain 3 is 15%. If Core Professionalism “Meets Standard,” there is no impact on the final score; if Core Professionalism “Does Not Meet” standard, one point is deducted from the observation total as calculated above. Teachers should find their final summative rating in the Comments/Notes box on the final page.