

Spring 2020 Grading Guidelines
for all WCSD Schools
as of 4/24/2020

Premise

- No harm - final grades cannot be lower than the grade in Infinite Campus on 4/1/20 for all schools (the last school day before Spring Break for the Balanced Calendar)
- Feedback should continue to be provided to students
- If a student is able to show completed assignments from the Distance Learning work (regardless of quality) a student should be given full credit for completing that work; plagiarized assignments will not be accepted
- Teachers have the discretion to accept completed work in many different forms; examples include submission of actual assignments, online meetings, and phone conversations; students working from hard copy packets may not be able to submit their work
- Teachers have the discretion to consider the scope of the assignments as well as the current circumstances of the student when determining how much to raise the student's final grade
- Work from all phases of Distance Learning should be considered
- A-D grades will be given in grades 3 – 12 as report card grades
- No Fs will be issued; some students do not have the opportunity to bring up their grade to passing through Distance Learning and it is unfair to issue a grade of F to students under the current conditions of school closure and Distance Learning
- For schools on the Balanced Calendar: the final phase of Distance Learning is through May 29; teachers should work with students to make sure all assignments are completed by June 3 so that grades may be issued June 5
- For Incline schools: the final phase of Distance Learning is through June 12; teachers should work with students to make sure all assignments are completed by June 12 so that grades may be issued June 17
- For TMCC High School: the final phase of Distance Learning is through May 22; teachers should work with students to make sure all assignments are completed by May 22 so that grades may be issued May 29
- These grading guidelines are for all classes in a student's schedule except dual credit courses
- Grading guidelines are in effect through the end of the academic year

Elementary School

- The attendance assignment will appear in Q3 gradebook
- For Kindergarten: since assignments are not entered into IC and final grades are only entered one time per year, this guidance does not apply; Kindergarten teachers will continue to assign final grades via the normal protocol (ELA and math grades in Infinite Campus using the 1-2-3-4 scale; teachers will use student data from Q1-Q3)

- For grades 1-2 and elementary special classes: since students earn grades of I, S-, S, and S+, this guidance does not apply; teachers in grades 1 and 2 will continue to assign grades via the normal protocols; no grades of I should be given
- IT will extend the third quarter window to allow teachers to enter Distance Learning work into Infinite Campus in a Distance Learning category of the gradebook
- The Distance Learning category in IC should have zero (0) weight so that it will not impact the grade earned on 4/1/20
- Distance Learning assignments should be entered into the Distance Learning category to create a record of completion by students
- Teachers will manually raise the final percent and grade of students who complete Distance Learning work by one letter grade
- Raising grades beyond one letter grade is at teacher discretion
- Students who do not complete Distance Learning work will not have their grade lowered
- Teachers should not enter any grades in Q4 in the IC gradebook; if no grades are entered, Q4 will not be considered in the final grade calculation

Middle School

- The attendance assignment will appear in Q3 gradebook
- IT will extend the third quarter window to allow teachers to enter Distance Learning work into Infinite Campus
- Teachers should create a Distance Learning category weighted at 0%; it should not impact the grade earned on 4/1/20
- Distance Learning assignments should be entered into the Distance Learning category to create a record of completion by students
- Teachers will manually raise the final percent and grade of students who complete Distance Learning work by one letter grade
- Students who wish to raise their grade above one full letter may do so at their teacher's discretion regarding assignments and grading
- Students who do not complete Distance Learning work will not have their grade lowered
- Teachers should not enter any grades in Q4 in the IC gradebook; if no grades are entered Q4 will not be considered in the final grade calculation
- Teachers do not need to remove any categories or change weighting percentages in their gradebooks; if nothing is placed in the category, IC will ignore it
- Edgenuity courses: Students enrolled in courses through Edgenuity should continue to work on those courses; students will earn no lower than the grade reflected on 4/1/20 and no lower than a D; the percent complete should have no bearing on the grade earned

High School

- The attendance assignment will appear in T2 gradebook

- Teachers should create a Distance Learning category weighted at 0%; it should not impact the grade earned on 4/1/20
- Distance Learning assignments should be entered into the Distance Learning category to create a record of completion by students
- Teachers will manually raise the final percent and grade of students who complete Distance Learning work by one letter grade
- Students who wish to raise their grade above one full letter may do so at their teacher's discretion regarding assignments and grading
- Students who do not complete Distance Learning work will not have their grade lowered
- Regarding weighting of grades, nothing needs to be changed (including the final exam); this will keep the weighted total at or below 100% and not inflate any other categories as a result of this change
- Teachers do not need to remove any categories they have in their gradebooks; if nothing is placed in the category, (including the final category), IC will ignore it
- Edgenuity courses: Students enrolled in courses through Edgenuity should continue to work on those courses; students will earn no lower than the grade reflected on 4/1/20 and no lower than a D; the percent complete should have no bearing on the grade earned
- BYU courses: Seniors who do not complete BYU courses should not have a grade posted for the course due to the inability to proctor final exams; students who need the course to graduate should contact their counselor in regards to a proctoring solution; underclassman may carry the BYU course over to the fall semester

Newly Enrolled Students

- Students who enroll in WCSD for the first time after 3/13/20 will not receive a grade lower than their transfer grade(s) from the previous school district
- Students who enroll in WCSD for the first time after 3/13/20 and who were not previously in school or for whom no transfer grade has been provided will not receive a grade lower than D for the semester for grades 3-12 and S- for grades 1-2; Kindergarten and PK should grade normally giving consideration to the gaps in the student's education
- All students in grades 3-12, regardless of when they enroll, will have the opportunity to raise their grade through completion of Distance Learning work

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