

# Online Learning Guidance

Second Semester 2020-2021



# Task Force Make-up

Role	Total Participants	Percent of Task Force
Teachers	61	28.4%
Students	44	20.5%
Support Staff	48	22.3%
Community Member	9	4.2%
Administrator	8	3.7%
Family Member	45	20.9%
TOTAL:	215	100%

# **Second Semester Changes for Assignments, Grading, and Homework**

# Graded Assignment Limits

**What is a graded assignment?** These limits only apply to assignment recorded in the gradebook. Though graded assignments should be covered in class, the weekly limits do not apply to general classwork and activities that may also happen as students practice new concepts in the class setting. Students may receive feedback on their participation and work in this context but will not receive academic grades for these activities. These limits also do not apply to scheduled tests or quizzes scheduled within the week, though teachers should be sensitive about workload on weeks where tests and quizzes are administered.

## K-2

Limit graded assignments to one per subject per week. Provide an assignment list to students and families each Monday for submission on Friday. Do not require graded assignments for electives. The assignment list should also communicate any assessments scheduled for that week.

## 3-5

Limit graded assignments to 2 per subject per week. Provide an assignment list to students and families each Monday for submission on Friday. Do not require graded assignments for electives. The assignment list should also communicate test and quiz schedules that week.

## 6-8

Limit graded assignments to 2 per subject per week. Students should be provided with a syllabus, which includes expected assignments, test, and quizzes, at the beginning of each week, which is also accessible by families.

## 9-12

Limit graded assignments to 2 per subject per week, except for Advanced Placement or International Baccalaureate courses, which may require up to 5 assignments per week (i.e., daily assignments). Further, Dual Enrollment coursework is also exempt from these limits, as students must follow the college syllabus to earn credit. Students should be provided with a syllabus, which includes expected assignments, test, and quizzes, at a minimum weekly, which is also accessible by families.

# Graded Assignment Limits (cont.)

- **Allow families the weekend to complete graded assignments:** The assignment list should be distributed on Monday with assignments to be turned in the following Monday.
- **Post assignment lists in Teams:** Assignment lists must be posted in Teams as a tab in the General Channel.
- **Elective assignments:** K-5 limits graded assignments to core subjects only; 6-12 graded assignments include core and elective courses.
- **Templates and guidance:** Assignment list templates will be made available on the Hub, and Curriculum and Instruction will provide guidance on specific high-value assignments through the Instructional Priority and Strategy Guides.
- **Extra credit:** Extra credit opportunities can be offered through the assignment list so all students have access to those opportunities.
- **Participation grades:** Participation may be graded but may not comprise more than 10% of a student's report card grade.

# Late or Resubmitted Assignments

**Time to Catch Up & Get Help:** If their school has not already introduced this into the schedule, teachers should identify one “Support Period” each week dedicated to assisting students with:

- Completing graded assignments for the week
- Making up missing assignments
- Resubmitting assignments for improved grades
- Retaking assessments

**Late & Resubmitted Assignments With Limits:** Students may submit late assignments within a 10 school-day window of their designated due date. Students may resubmit assignments for improved grades within a 10 school-day window of receiving the graded work. Assignments that are assigned or returned with a grade within the last 10 school-days of the quarter must be submitted/resubmitted by the last day of the quarter. Teachers should also practice discretion, and can consider extenuating circumstances and grant additional time, through coordination with the student and family.

# Late or Resubmitted Assignments (cont.)

- **Due dates at the end of the quarter:** All assignments must be submitted or resubmitted two days prior to the end of the quarter.
- **Extending beyond 10-day grace period:** Teachers may use discretion to allow students to submit or resubmit assignments beyond the 10-day period.
- **Optional school wide open grace period:** In schools where the principal and majority of the teachers agree, students may have an open grace period where they can submit or resubmit assignments at any point in the quarter, as long as it is submitted two days prior to the end of the quarter.
- **Guidance for higher level courses:** This policy applies to IB and AP courses; dual enrollment students should follow the guidance of the affiliated college or university for their course

# Assessment Retakes and Zeros

**Assessment Retakes With Limits:** Students may retake a test or quiz up to two times on teacher-identified re-take days during class office hours/the support period. Teachers can design a new assessment that addresses the same standards and content as the original assessment, with updated questions, or they may allow students to re-take the same assessment, at their discretion. The highest grade will be counted. Families should receive specific guidance that they are not to provide help on student assessments because they are an important opportunity to assess mastery. Families should also receive a calendar of assessment re-take days at the beginning of each week, with their assignment list/syllabus.

**Zeros with Opportunities to Recover:** Teachers are still able to assign zeros but should acknowledge effort and encourage the use of late and resubmitted work options to support students initially earning a zero.



# Assessment Retakes and Zeros (cont.)

- **Guidance for higher level courses:** This policy applies to IB and AP courses; dual enrollment students should follow the guidance of the affiliated college or university for their course

# Grading

- **Introduce G and NC Grades in 3-12:** Schools will use a modified version of the traditional grading scale. Teachers will record letter grades, but a student who earns a D grade for the final semester grade will receive a G (credit). A student who earns an F grade will receive an NC (no credit). Students who receive a G will earn credit for the course and their grade point average will not be affected. Students who receive an NC will not earn credit for the course and their grade point average will not be affected. The key advantage to this approach is that a student facing hardship this year will not face undue deficits in their GPA when applying to colleges, work, etc. Therefore, we will look to retroactively apply G and NC grades to Semester 1.
- **Expand the point range for D(G):** Students who earn a 50% or higher will earn a G (50-69% range, rather than 60-69% range). *This would be for Semester 2.*
- **Attendance Minimum for a D(G):** Students who are attending **and participating** in class activities and assignments at least 80 percent of the time (four out of five days of the week) cannot receive lower than a D. *This would be for Semester 2.*

# Grading (cont.)

- **Opportunities for recovery:** Students who earn a G or NC will be encouraged to attend summer programming. If students are off track for graduation, course recovery options will be highly recommended to graduate on time. Credit recovery will be offered during the second semester and summer.
- **Alignment with universities:** DPSCD joins [Ann Arbor Public Schools](#) in this structure, as well as most Michigan universities, who are offering credit/no credit and GPA options for coursework, including the [University of Michigan](#), [Wayne State](#), and [MSU](#).
- **Grading participation:** Again, Participation may be graded but may not comprise more than 10% of a student's report card grade, and this is at the discretion of each teacher. Participation should be defined as active engagement in the course including participating in discussion boards, class discussions, and responses to written prompts.

# Example: Ann Arbor

## Ann Arbor Public Schools - Modified Version of the Traditional Grading Scale

- High Schools will use a modified version of the traditional grading scale. Teachers will record letter grades, but a student who earns a D+, D, or D- grade for the **final semester grade** will receive a **G** (credit).
- A high school student who earns an E grade will receive an **NC** (no credit). A high school student may transition from earning a grade to working toward a G, regardless of the projected final semester grade, through consultation with a school counselor.
- Middle schools will use a modified version of the traditional grading scale, as well. Teachers will record letter grades, but a student who earns a D+, D, or D- grade for the **quarter grade** will receive an **S** (credit). A middle school student who earns an E grade will receive an **NM** (no mark). The high school's G and NC marks will apply to high school credit-earning courses taken at the middle schools.
- High school students who receive a G will earn credit for the course and their grade point average will not be affected. Students who receive an NC will not earn credit for the course and their grade point average will not be affected. Students who receive an NC may request a 2-week extension to the semester in an effort to earn a G so long as they are at a minimum of 45% at the end of the semester.

# Homework

Homework should be eliminated with the exception of assigned reading, studying, and completion of maximum number of weekly graded assignments.

# Homework (cont.)

- **Guidance on graded assignments versus homework:** Students are able and encouraged to complete graded assignments for the work during scheduled class time, and with support during Office Hours/Support Periods scheduled with their teachers.
- **Optional assignments:** Teachers may offer ideas for reinforcement or extension activities for students to complete with their families or on their own. However, these activities are not required to be turned in and they will not be graded.