

**CONTINUOUS LEARNING GUIDANCE**  
**Office of Catholic Schools**  
**Diocese of Lansing**  
**Grading**

Governor Whitmer has closed all school buildings for the rest of the 2019-2020 school year in order to gain control over the COVID19 pandemic. Originally, it was thought that we would only be sheltered in our homes until Easter. The governor's order has put additional pressure on our schools to provide an education in a virtual/distance learning setting for a quarter of the school year. This is unprecedented and has caused all educators to rethink how we educate our children. Teachers in our Catholic schools have quickly adapted and indeed have been providing lessons to our students since mid-March. We want to recognize and acknowledge the following facts:

- Catholic Schools in the Diocese of Lansing continue to provide new content through virtual/distance learning experiences for students and be a resource and be responsive to parents.
- Parents are living a new reality of being a parent, a worker (*if still working* working from home), unemployed, teacher, and spouse with the worries about economic difficulties and the safety of their children and extended family members.
- Students are dealing with the many changes and uncertainties in their lives as well as grieving the loss of community and of dreams (especially high school seniors),

It is a difficult task to fully address and make decisions on all aspects of school responsibilities. One of the major tasks of our office and of all of our schools is to decide how to properly handle grading for the fourth quarter.

All schools in the Diocese of Lansing have a common goal and mission: To form scholars and saints. We also recognize that even though we have a common goal we are communities with diverse cultures and needs. During these trying times, each community is experiencing challenges brought on by this pandemic. However, we are more alike than we are different. While the issue of grading is challenging to say the least, most schools utilize the same student information system and the diocesan report card format. Therefore, the following is the Office of Catholic Schools' guidance provided to all schools.

## **4th Quarter Grade Options**

### **Grades K-3 - Skills Based Report Card.**

Use a grading scale of 1-2-3-4 or NY as in the past. If a skill has not been assessed before the 4th quarter then consider giving a **NY** for that skill. A skill rating **should not** be lowered from the 3rd quarter to the 4th quarter. If there is enough evidence during this eLearning time a skill may be given a higher score for the 4th quarter than the 3rd quarter (Developing>Mastery.)

Information about our grading rubric.

**4 = Exceeds Expectations**

**3 = Meets Expectations**

**2 = Approaches Expectations**

**1 = Does Not Meet Expectations**

**NY = Concept Not Yet Introduced**

- 4 = Exceeds Expectations - Student demonstrates an understanding above and beyond what is expected.
- 3 = Meets Expectations - Student demonstrates mastery of an understanding of the knowledge and skills expected.
- 2 = Approaches Expectations - Student is approaching mastery of the knowledge and skills expected.
- 1 = Does Not Meet Expectations - Student does not demonstrate an understanding of the knowledge and skills expected.
- NY = Concept Not Yet Introduced

Important things to remember:

- Learners are scored on their progress made toward mastery of expectations set for each marking period.
- A “4 – Exceeding Expectations” is not equivalent to an “A”. A traditional letter grade cannot be compared to performance levels.
- Marks of “3” and a “2” both indicate that a student is working within the expectations of his/her grade level. The difference is the level of independence and support a student needs to demonstrate mastery. The goal is that students will achieve “3 - Meets Expectations” by the end of the year.
- If a student is working below grade level marking period expectations, she/he would receive a “1 - Does Not Meet Expectations” on the report card. The student may need additional instruction in order to meet the grade level expectations.

## **4th Quarter Grade Options**

### **Grades 4-8**

- Assignments will be graded and placed into PowerSchool for 4<sup>th</sup> quarter.
- Use of Pass/Incomplete for fourth quarter grade.
- Final grades for the year will be tabulated by adding the first three quarter percentages and dividing by 3. 4th quarter percentage will not be part of this calculation. (Rationale - student progress during each of the three first quarters was authentically assessed. These are valid scores based on a level field of learning in the same environment, with the same access to materials, and with the same instructor.)

## **4th Quarter Grade**

### **All grades K-8**

- Specials = Pass/Incomplete or no grade.
- Virtue grades will not be assessed.
- Citizenship will not be assessed.
- The Honor Roll system will not be used for the fourth quarter.
- Attendance will not be recorded for the fourth quarter. The code Covid-19 will be marked school-wide for all students. However, teachers are to monitor the frequency of students logging on to classes, class meetings, and reaching out for assistance. Where there is lack of engagement, teachers and/or mentors need to directly contact the family and offer assistance as needed.