

Vista Unified School District

Instruction

ADMINISTRATIVE REGULATION NO. 6301

TEMPORARY GRADING GUIDELINES

Guidelines

- 1) To ensure that students receive the appropriate level of support and guidance related to their academic achievement during the spring semester 2020, which has been impacted by school closure due to the COVID-19 pandemic, the Superintendent or designee shall:**
 - a) Inform teachers, students and parents/guardians of Temporary Grading Policy [No. 6301](#).
 - b) Provide teachers with specific guidelines for implementing the Temporary Grading Policy at each grade level, as outlined in this regulation. This will include a reminder that teachers retain authority to make the final determination of whether a student receives credit/no credit (Education Code [49066](#)), provided that the determination is based on the Temporary Grading Policy guidelines.
 - c) Ensure parents/guardians promptly receive notification of the grading criteria applicable to their students' classes under the Temporary Grading Policy . Ensure parents/guardians have an opportunity to communicate with their student's teacher(s) to discuss academic achievement and strategies to improve their student's performance. (cf. 6020 - Parent Involvement)
 - d) Arrange a video- or teleconference with the student's parent/guardian or send the parent/guardian a written report (Education Code [49067](#)), whenever it becomes evident to a teacher or administrator that the student is in danger of receiving No Credit in a course. (cf. 5123 - Promotion/Acceleration/Retention)
 - e) Distribute report cards to parents/guardians in June 2020.
- 2) The Superintendent or designee shall ensure the following Credit/No Credit grading criteria for Elementary (TK-5) is applied by all teachers:**
 - a) Collect evidence of progress in lessons and activities provided during the spring semester (including the virtual school implementation), and provide meaningful feedback to improve academic achievement.
 - b) Prepare alternative Report Cards that provide a narrative description of student achievement and feedback regarding the student's level of proficiency grade level standards during the virtual school implementation.

3) The Superintendent or designee shall ensure the following Credit/No Credit grading criteria for Middle (6-8) is applied by all teachers:

- a) Assign a Credit grade for the semester Report Card for students who complete course requirements and demonstrate an appropriate mastery of the content knowledge required during the spring semester, including during implementation of the virtual school. Progress Reports grades are included as achievement data in determining the final Credit/No Credit grade for the semester.
- b) Assign a No Credit grade for the semester Report Card for students who do not complete course requirements and do not demonstrate an appropriate mastery of the content knowledge required during the spring semester, including during implementation of the virtual school, provided the following assurances have been followed:
 - i) The school has verified the student has appropriate access to a computer device and internet connectivity,
 - ii) The school has communicated with the student and parent/guardian and verified that the student had access to appropriate social, emotional, and nutritional supports,
 - iii) The teacher has provided appropriate academic interventions and targeted feedback to address incomplete course requirements and gaps in content knowledge and skills, and
 - iv) The teacher has provided written notification to the parent/guardian prior to the No Credit being assigned.

4) The Superintendent or designee shall ensure the following Credit/No Credit grading criteria for High (9-12) is applied by all teachers:

- a) Assign a Credit transcript grade for students who complete course requirements and demonstrate an appropriate mastery of the content knowledge required during the spring semester, including during implementation of the virtual school.
- b) Assign a No Credit transcript grade for students who do not complete course requirements and do not demonstrate an appropriate mastery of the content knowledge during the spring semester, including during implementation of the virtual school, provided the following assurances have been followed:
 - i) The school has verified the student has appropriate access to a computer device and internet connectivity,
 - ii) The school has communicated with the student and parent/guardian and verified that the student had access to appropriate social, emotional, and nutritional supports,
 - iii) The teacher has provided appropriate academic interventions and targeted feedback to address incomplete course requirements and gaps in content knowledge and skills, and
 - iv) The teacher has provided written notification to the parent/guardian prior to the No Credit being assigned.

5) The Superintendent or designee shall ensure the following Credit/No Credit grading criteria for High (9-12) is applied by school administration:

- a) Assign appropriate semester units of credit for students who receive a Credit grade for the course.
- b) Ensure the Credit/No Credit grade is not counted in determining class rank, honors list, or membership in the California Scholarship Federation, and that Credit grades do not negatively impact graduation status or CIF eligibility.
- c) Ensure that students who earn a No Credit grade do not receive units of credit on their transcripts for taking the course.

6) The Superintendent or designee shall ensure that students have the opportunity to replace a No Credit grade with a Credit grade if and when the student meets one of the following:

- a) Demonstrates proficiency in the course materials at a level acceptable to the teacher of record at any time after the grades have been posted,
- b) Successfully completes the coursework at a future date, or
- c) Successfully repeats the class.

Revision History

Orig. 4.19.20