



Letchworth Central School District

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April 27, 2020

Dear Letchworth Families:

I would like to take this opportunity to provide you with an update concerning grades. Our goal is a “**no harm**” effort to be sure that all students are provided the instruction, support and opportunity to meet the course standards. Below, we have outlined our philosophy and plan to be effective during this closure. Students need to do what they can to be engaged and maintain contact with their teachers to the best of their ability. Thank you for your support during these difficult days.

GRADING UPDATE

AP COURSES: AP exams are going to be modified this year and taken online. Teachers will be communicating and updating students on this process. Students in these courses are moving forward with instruction in preparation for their course’s AP exam. **All learning outcomes will be addressed and graded. If the student does not participate and/or complete all the assignments, he or she will not receive the grade weighting for college level /AP courses and will receive a “Pass/Incomplete” grade described below.**

ACE COURSES: We have been in contact with Genesee Community College and have discussed their requirements of students who were on track to receive college credit for these courses. The teachers of these classes will continue to provide instruction to meet the requirements and will share the class expectations with the students. **All learning outcomes will be addressed and graded. If the student does not participate and/or complete all the assignments, he or she will not receive the grade weighting for college level /AP courses, will not receive the GCC credit at this time, and will receive a “Pass/Incomplete” grade described below.**

ALL OTHER HIGH SCHOOL COURSES: We will be calculating Marking Period 3 grades based on the work done in school prior to the closure on March 13th. If by the time of the closure, the student was meeting or exceeding the minimum standards in a course the student will receive a “**Pass**” as a grade. If by the time of the closure the student was not meeting the minimum standard in a course, the student will be receiving an “**Incomplete**” as a grade. If the student receives an incomplete grade, the student will have the opportunity to fulfill the requirements to meet the minimum standard of the course. The work required must be completed by **May 15th** in order to receive a pass as a grade. Parents can request an extension of the deadline due to extenuating circumstances. The request will be reviewed by the principal.

The 4th marking period started Monday, April 20th and the Pass/Incomplete grading system is in effect until we reopen. When we return to school, we will reassess and outline the grading procedures at that time along with the determination of final averages.

SUMMARY

FOR QUARTER 3

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| PASS "P" | You have met or exceeded the minimum standards for the course in the first five weeks of the third quarter. |
| INCOMPLETE "I" | You have not yet met the minimum standards for the course in the first five weeks of the third quarter. Therefore, the following accommodations will be made available to earn a PASS "P": <ul style="list-style-type: none">• A teacher will prepare credit recovery assignments to make up missed work and meet the minimum standards• Summer school may be an option to meet minimum standards• Academic support will be scheduled in the Fall to help you meet the standards not yet achieved |

FOR QUARTER 4:

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| PASS "P" | To maintain a PASS in the final quarter of the year, a student should continue to participate in their courses through assignment completion, attendance in virtual class meetings, and/or personal communication with their teacher regarding content and assignments. |
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What does this mean for students?

Students must make every effort to participate, connect and complete the weekly learning activities provided by their teachers. These activities will help students' learning progress continue in that subject area. Teachers will provide support and monitor student work and progress with continual feedback.

I expect all students to do the best they can to take advantage of the educational opportunities we are extending to them. When we return to our regular classrooms, teachers will be developing lessons that will expand on the work assigned during this "stay-at-home" time.

If you need to communicate with me about any concerns/questions you may have, please do not hesitate to call the school and leave a message or send me an email. I will respond to your communication.

Sincerely,

Paul Rogers