

BARD HIGH SCHOOL EARLY COLLEGE QUEENS

A partnership between Bard College and the New York City Public Schools

Modified Grading Policy for Fall 2020

For all students, in our high school and college programs, we are modifying our grading policies for the fall 2020 semester to be more equitable and supportive to students and our BHSEC community in accordance with the Department of Education and Bard College guidance while the COVID-19 Pandemic continues. To help the students meet their own expectations during this difficult time we are adding additional supports and notifications.

You may read the complete letter to families issued by Chancellor Richard Carranza and Chief Academic Officer Linda Chen of the Department of Education on April 28, 2020 [here](#) in multiple languages.

As approved by representatives across all departments,

Attendance and Participation Policies

In accordance with DOE Policy:

- Schools must base students' grades on academic progress and performance, considering a student's entire body of work in each subject area. The rate at which students are able to engage in remote learning, in and of itself, may not be used as a factor in grade calculations because of the impact of COVID-19 on each individual student's circumstances. For example, schools may not penalize students for missing remote learning sessions if they successfully demonstrate meeting the associated learning outcomes in other ways.

Students will not be penalized when unable to attend synchronous class meetings. Attendance will still be taken and phone calls home to check on students who are marked absent will continue in order to check on the health and well being of students and members of their household. Students will still be expected to complete classwork and asynchronous assignments to the best of their ability. We believe that direct instruction is important for learning and all students who are able to attend classes are expected to do so; however, faculty members will be flexible with the ways students who cannot attend the synchronous classes may continue to learn and demonstrate mastery in their classes.

Similarly, students will not be penalized for being unable to participate in the traditional manner assessed through frequency of speaking in class or the quality of spoken contributions in class discussions. However, classwork will still be assessed. Examples include written or verbal responses to questions provided by the teacher and in-class activities. Additionally, teachers may use a student's contributions to class, whether that be spoken aloud or through

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comments written in the chat feature of Zoom/Google Meet, to count positively towards their grade.

Late Penalties on Assignments

In accordance with DOE guidance:

- **Expectations for due dates and submission of late work:** Schools must adjust their deadlines and expectations for submission of assignments to acknowledge the significant impact of COVID-19 on students' experiences as remote learners. These adjustments may include extending deadlines for individual students, taking into consideration the personal loss, illness, or other trauma that students may be experiencing. Schools are encouraged to lessen or eliminate penalties for late work beyond these adjusted deadlines. Due dates must be clearly documented for students and take into consideration timelines for entering grades.

There will be no penalties on assignments submitted late during our remote learning time. Teachers are encouraged to implement deadlines but **must include language that proactively states that students may contact them to communicate difficulties meeting deadlines.** Deadlines allow students the ability to keep on track and progress through the curriculum.

Revised Early Notification Guidelines

Faculty are expected to follow Early Notification procedures (notification of student, family, and school counselor) when ***a student's current grade in a course is below a C or the grade drops more than a half a letter grade after the midterm grade.*** This is intended to activate the student's home support networks as soon as possible, and to be proactive if there is a negative shift.

- This is to ensure that when a student's circumstances are affecting their work, there are strong supports in place as soon as possible.
- As assignments are graded, the grades will be posted to the ioClassroom portal. However, this will not take the place of personal outreach from the teachers directly to the student and the student's guardians.
- Recognizing that a C- is a perfectly reasonable grade, the early notification is intended to keep the support network informed and to provide students every opportunity for improvement even when the grade is well above failing.

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- *Any* assignment not handed in or not adhering to expectations very early on in the semester, when there is no balancing of other assignments, would be cause for an “early notification,” since the “current grade in the course” would be less than a C. This is a good time to reach out to the students and guardians (with a cc to school counselors) to indicate progress in a course and share ideas tailored to the individual student, and their needs and to solicit input from the guardians who may have additional helpful input.
- Later in the semester, there are more grades to average, so that a late assignment might not trigger the early notification in the same way that a missing assignment early on would.
- Faculty should call if there are any causes for concern, including but not limited to when a student misses two or more classes in a row without explanation, does not hand a major assignment, does not hand in several smaller assignments, drops more than a half a letter grade after the midterm grade has been submitted, or any time a student is earning a C- or lower in the course.
- In addition to the **immediate outreach** when there are causes for concern, teachers will ensure that an estimated grade is calculated by **October 26** (a month before Narrative Report Cards), **November 25** (for midterms Narrative Report Cards), **December 21** (one month before final exams begin), and **January 29th** (for final Narrative Report Cards).
- If a faculty member is not able to adhere to the above policy, then rather than give a grade lower than a C, they will offer makeup work during finals week so that the student has an opportunity to improve their grade (Faculty members may choose to do this regardless of their implementation of the policy). Additional time beyond the semester’s end could be allotted with prior approval from the administration in place before the end of the semester.

NX, Credit/No Credit (DOE), and Pass/Fail (Bard) Grades for Fall 2020

For High School Students:

Students will not receive failing grades (indicated by a F on the report card) on the midterm and final Fall 2020 report card but instead will receive a grade of NX, which indicates “course in progress.” Students will have until June 2021 to complete outstanding coursework.

Passing grades will be reflected on the midterm and final Fall 2020 report cards in the traditional A-D scale. Students together with their families will have an opportunity to choose to have CR (credit) replace a passing letter grade on the transcript after final grades are posted

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using [this form](#). A grade of CR fulfills the course requirement, earns credit, and moves students to the next course in the sequence. It will not be included in any GPA calculation.

For College Students:

College students will have the opportunity to withdraw from a course adhering to our standard policy guidelines before the Fall 2020 December 7 deadline.

Additionally, the normal deadlines and limits on the number of Bard College classes they may take PASS/FAIL have been waived. If a student feels they would be better served by taking any or all of their classes Pass/Fail they may do so by filling [out the form at this link](#). These grades will be reflected on the Bard College transcript as P (Pass) or F (Fail).

At the end of the semester teachers will submit passing letter grades you have earned on the traditional A-D scale. For any students who elected the Pass/Fail option we will convert the letter grade to a P (Pass). The option is open to you now, and will remain open throughout the semester.

Please note: P grades do not factor into your GPA. Many colleges have already announced that they will accept P grades from transfer students. If you have questions about whether or not the P/F option is right for you, you may speak with me, your CTO Advisor, CTO Director Crystal Sandiford, or your school counselor.

On the high school transcript, all students' grades will be reflected on the final Fall 2020 report card as either a traditional letter grade, or for those who choose the P/F option the P will appear as CR (credit).

There will not be any failing grades listed on the high school transcript but NX (course in progress). Students who receive a grade of NX will have the opportunity to complete outstanding coursework before June 2021. As the DOE guidelines state, if students do not achieve the “course learning outcomes” by June 2021, the school must update the NX grade to “no credit” (NC). Summer school will be an option for students to earn high school credit for any college course not passed in the Fall 2020 semester.

Summary of timelines

- Students with an ‘NX’ grade from Spring 2020 or Summer 2020 must complete all coursework before January 31, 2021 in order to earn high school credit.
 - If course work is not complete the NX grade will be converted to a NC (No Credit) on the high school transcript.

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- **For Fall 2020:**

- **High school students** with an 'NX' grade earned between September 2020 and January 2021 must complete coursework by June 2021. If not, the NX grade will be replaced with NC on the transcript.
- **College students** with an 'NX' grade earned between September 2020 and January 2021 must complete coursework by February 1, 2021 in order to earn college credit for the class. However, students will have until June 2021 to earn high school credit for the class.

- **Spring 2021:**

- **High school and college students** with an 'NX' grade earned between February 2, 2021 and August 2021 must complete coursework by January 2022. If not, the NX grade will be replaced with NC on the transcript.
- **College students** with an 'NX' grade earned between February 2021 and June 2021 must complete coursework by June 25, 2021 in order to earn college credit for the class. However, students will have until January 2022 to earn high school credit for the class.

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