

Grades 9-11* Grading Plan for the Spring Semester

(*High school credit-bearing courses taught in middle school will follow the grades 9-11 grading plan)

- No student will receive a final grade that is lower than the grade they had on March 20, 2020.
- Students can earn the additional weighting (additional points added to final grade) for AP, IB, statewide Dual Enrollment, CLEP, and Industry Certifications without the requirement to sit for the culminating exams. This applies only to courses with exams given at the end of the Spring 2020 semester
- Grades 9-11 teachers will complete grading work assigned prior to March 12, 2020 (the final day KCS was in session prior to the governor's recommendation to close schools) and finalize third-quarter grades by April 22, 2020.
- Teachers will record third-quarter grades as numeric grades in Aspen. Third-quarter grades will be made available to families on April 24, 2020.

Spring final grades

- Between Friday, April 24 and Wednesday, April 29, parents and students will review third-quarter grades and choose from one of the following options in Aspen:
 - a) Accept their current third-quarter grade as their final grade for the Spring 2020 semester. In this case, a student will not complete educational review materials in order to improve their final grade.
 - b) Acknowledging their grade cannot drop below the grade they had on March 20, 2020, students can complete review educational resources. These resources can be submitted to their teacher between Friday, May 1, 2020 and Monday, May 18, 2020, in an attempt to increase their third-quarter grade.

Teachers will post all final Spring 2020 grades by May 21, 2020. To ensure the health and safety of teachers and students, all resources must be submitted digitally through Aspen, Canvas, or email. Teachers will communicate their method for student submission.

- Individual classroom teachers will collect student choices (A or B) through an assignment in Aspen. Teachers will reach out and document in Aspen at least (3) attempts to contact students or families that have not responded and chosen their grading option by May 1, 2020.

- If students choose Option B but experience an extenuating circumstance that prevents them from completing and submitting the educational resources before the May 18, 2020 deadline, teachers will default to using the student's third-quarter grade. These students will have a two-week window from August 10-24 to complete a grade appeal form and submit it to their principal for review.
- If the appeal is approved, the principal will arrange for the student to work with the teacher of record to complete and submit educational resources by Oct. 9, 2020 (end of the first nine-week grading period). At that time, the teacher of record can submit a grade change to reflect what they deem appropriate for a final grade.

Additional Guidance

- All Spring 2020 final grades will be included in a student's grade point average (GPA) calculation.
- All IEP and 504 modifications and accommodations must be honored to the extent possible for seniors opting to improve their grades.
- Dual Enrollment courses are still graded through the method determined by the credit-granting institution regardless of whether the instructor is a Knox County teacher or not. These classes and grades fall outside of the grading process for all other courses. If a student wishes to drop or take an incomplete, they should contact their school principal.