



Norfolk Public Schools' Quarter 4 Procedures

Norfolk Public Schools has made a number of decisions regarding how students will be assessed during Quarter 4 (Q4), which will conclude on June 12.

No formal letter/numerical grades will be given to students for Q4; however, a "Pass" (P) or "Incomplete" (I) will be issued to students. Students' overall final grade will be calculated based on the previous three quarters and the P or I assessment for the fourth quarter. Students must have an overall passing average for the first three quarters *and* receive a "Pass" for Q4 to be promoted to the next grade level or to pass the course for the academic year.

A "Pass" is based on at least one of the following instructional engagements: completion and submission of Learning in Place plan activities; weekly online communication through Zoom meetings, Class Dojo, or Google classroom; e-mail communication with classroom teachers; **or** through telephone conferences with classroom teachers to determine students' level of understanding of essential skills.

If teachers determine that students did not sufficiently demonstrate competency of essential skills through the aforementioned instructional engagements, they can issue an "Incomplete" for Q4.

If students receive an "Incomplete" for Q4, they will be provided opportunities to earn a "Pass" for Q4 by demonstrating an understanding of essential skills by doing one of the following by no later than August 28, 2020, to be promoted to the next grade level or to pass the course for the academic year:

- Complete a Learning in Place content packet(s) that was not submitted during the school closure; **or**
- Attend a summer school program (if provided by Norfolk Public Schools).

Students will be provided with every possible opportunity to demonstrate understanding of essential skills and engagement with the NPS Learning in Place plans during Quarter 4. Students will not be penalized for not being able to fully engage in the learning process during the school closure. The individual circumstances of students and families will be reviewed on an individual basis and will be taken into consideration by classroom teachers when assessing students' level of engagement during Quarter 4. In addition, students may submit missing work for all previous quarters until the end of the academic year. Teachers will review all make-up work for Q1, Q2, and Q3 and enter it into students' grades, only if it positively impacts students' overall average.

Note: Questions and/or concerns regarding individual student's grades or progress during Q4 should be directed to your child's classroom teacher or principal.