

May 8th, 2020

Dear students and families,

With the governor's announcement that New York State school buildings stay closed for the remainder of the current school year, we find ourselves in uncharted territory. We continue to be grateful to our Westminster Community Charter School families as you all work with us to continue providing our students with the best education we can during this difficult time.

As we enter the fourth quarter of this unprecedented school year, our educators continue to be committed to providing quality instruction and high expectations for students, while being mindful of the present hardships and trauma that families in Buffalo, especially our home zipcode of 14215, are experiencing. Therefore, we have created a grading policy that is specific to our current situation.

For quarter 3, grades were based on completed work before the closure and on any completed assignments done remotely. Students were not penalized for any incomplete assignments that were assigned during remote learning.

During the 4th quarter, teachers will provide students with feedback on assignments and students will be given opportunities to resubmit revised assignments. Teachers will also accept assignments at any point through the fourth quarter without penalty. Teachers may provide specific feedback through Google, email, phone calls, etc. In addition, when reviewing assignments, teachers will prioritize effort over evaluation.

While students in grades 6-8 will continue to receive numeric grades for completed assignments, students in grades K-5 will receive an overall effort score for all core subjects/standards. This same effort scale will be used for special area classes such as art, music, and physical education. The following chart outlines the rubric teachers will use to evaluate effort during distance learning:

Distance Learning Effort Scale for Special Area Classes & K-5 Core Subjects

4	Met all aspects of assigned material and demonstrated an exceptional effort to understand the concepts presented.
3	Met most aspects of assigned material and demonstrated a strong effort to understand the key concepts.
2	Met a few aspects of assigned material and the student demonstrated a basic effort to understand the key concepts.
1	Attempted some of the assigned material or online participation and/or demonstrated a limited effort to understand the key concepts.
NE	No evidence of distance learning assignments being attempted.
NA	Not applicable

Grading Scale for 6-8 Students

- Students will receive numeric grades for all completed assignments.
- Teachers will need to grade a minimum of 10 assignments for each course across the quarter. This will ensure that students are being evaluated on a range of items, and ensures students have multiple opportunities to demonstrate effort and understanding.
- Teachers of special area classes will use the Distance Learning Effort Scale listed above to evaluate students' effort/participation.

Students with numerous missing assignments will be evaluated in the fall, or sooner if possible. A recommendation for retention could be made, but this shall be decided through a case by case conference approach involving the Teacher, Counselor, and Parent/Guardian. The Principal, taking into account all information from the four quarters of the school year, will make the final decision for retention or promotion for any student under review.

Again, teachers have been directed to be flexible with families with regard to due dates and student work because we know that each situation is different. Please contact your child's teacher(s) with any concerns. We will work diligently with each family to help your child continue learning during this difficult time.

Sincerely,

Mr. Robert Ross
Principal

Mrs. Lamonica Harris
Assistant Principal

Mrs. Angela Conway
Assistant Principal