



DERBY HIGH SCHOOL



Martin J. Pascale, Jr.
Principal

75 Chatfield Street
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www.derbyps.org / @DerbyRedRaider

Ray Coplin
Assistant Principal

May 2020

Hello Derby High School Families,

As the end of the school year rapidly approaches, I wanted to provide you with an update regarding important information for all students.

For the 2019-2020 school year, all end of year exams will be optional for all students. Students will need to notify their teachers by **June 1st** as to whether or not they are taking an end of year exam. Students who elect to take an end of year exam will have a choice to complete a “traditional” exam or a culminating project - students should communicate directly with their teachers regarding exam options.

The last day for work to be assigned to SENIORS will be **June 8th**, all assignments for SENIORS will need to be submitted by **June 10th**. For any senior who is taking an exam, exams will be released to students on **June 10th**. Seniors will have until noon on June 15th to complete and submit their exams.

June 10th is the last day for work to be assigned to underclassmen. Underclassmen will need to submit all assignments to their teachers by June **12th**.

Exams for underclassmen will be released on **June 12th** (a reminder that exams are optional for all students). Underclassmen exams will need to be submitted to teachers by 9am on **June 17th**.

The last day of school will be **June 18th** - this day will be reserved for teachers to meet with students via Zoom and Google classroom.

4th Marking Period Grading Policy and Procedures

For the 4th marking period, students will have the option of taking a numeric average or a pass/fail grade - both options are explained below. Students will have until **June 12th** to choose a grading option. Students will need to notify their teachers if they are choosing Option 2. **Any student who chooses a Pass/Incomplete or Pass/Fail will need to complete an appeal.**

In order to be granted a **Pass/Incomplete**, a student will need to send an email with the following information:

MISSION STATEMENT

Derby High School pursues **Academic** achievement, promotes creative and critical thinking, expects appropriate **Behavior** and fosters responsible **Citizenship**.

“The ABC’s of DHS”



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1. The email should be sent to the individual course teacher, as well as the school counselor and principal
2. The subject line should state PASS/INCOMPLETE - APPEAL
3. The email should include information about why the student is submitting an appeal

Once the email is received, it will be reviewed by the teacher, counselor and administration - a decision will then be made if the appeal is approved or denied - this decision will be communicated to the student via email and a written letter.

In order to be granted a **Pass/Fail** grade, a student will need to send an email with the following information:

1. The email should be sent to the individual course teacher, as well as the school counselor and principal
2. The subject line should state PASS/FAIL - APPEAL
3. The email should include information about why the student is submitting an appeal

Once the email is received, it will be reviewed by the teacher, counselor and administration - a decision will then be made if the appeal is approved or denied - this decision will be communicated to the student via email and a written letter.

Option 1: Traditional Grading Option

Teachers grade work and enter grades per current grading policy.

-All assignments will be entered into PowerSchool.

-Late-work policy will be suspended during the distance learning period and students will have the opportunity to complete assignments until the end of the marking period.

-Final grades will be calculated into GPA.

-End of year exams will be optional for students, all students will be exempt from exams unless a student would like to complete an end of year culminating project or exam which would be an opportunity to improve a student's grade.

Option 2: Pass/Fail Grading Option

If the 4th marking period grade lowers the overall GPA for the course, with teacher recommendation students could elect to choose a Pass/Fail grade for the 4th marking period. The fourth marking period would not impact GPA for that course - A passing grade would be an average of 65 or above and a failing grade would be any average 64 and below (a numeric average would still be kept to calculate the end of year course average). Students would have until the end of the marking period to decide which grading method they will select. A Pass Incomplete would be an option based on the criteria below:

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- (1) students who may not have had adequate access to technology tools during class cancellations
- (2) students with IEPs in need of direct support, or who otherwise require additional resources to succeed
- (3) EL students
- (4) students who may need counseling or mental health services that they cannot receive at home
- (5) students who are sick themselves, caring for a family member, or dealing with the trauma of loss as a result of the pandemic
- (6) disengaged students, who with a second chance opportunity and counseling could regain their agency and get a result of Pass (and credit)

End of the Year Events Update

-Caps and Gowns have arrived - a date and plan for distribution will be shared next week.

-Plans are still being discussed regarding the Junior/Senior prom - we are waiting on further guidance from the state in regards to the number of people who will be able to gather under Phase II and Phase III.

-Graduation options are still being discussed - we are working to create opportunities for the graduation ceremony to take place on the field as many students have requested.

There will be an End of the Year Events Committee meeting next week - please feel free to share your thoughts and ideas with me via email: mpascale@derbyps.org

In closing, I know that the last few months have been very challenging - please continue to give your best effort as we move towards the completion of the school year.

Sincerely,
Mr. Pascale

Please see the calendar below:

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June 2020				
1 Exam decisions due from all students	2	3	4	5
8 Last day for work to be assigned to seniors (48 hr. window)	9	10 Last day for work to be assigned to underclassmen (48 hr. window) All senior assignments need to be submitted Exams released to seniors	11 Exam Submission Window (seniors)	12 Last day for work to be submitted for underclassmen Students will need to notify their teachers of Pass/Numeric Decision - appeals to be submitted Exams released to all underclassmen Exam Submission Window (all students)
15 Graduation Practice (Date/Time – TBD) Exam Submission Window Senior exams need to be submitted by 12 noon	16 Graduation Practice (Date/Time – TBD) Exam Submission Window	17 Exam Submission Window Underclassmen exams need to be submitted by 9am	18 Last Day of School Grades submitted Exit interviews/surveys, teacher meetings with students (via Zoom and Google classroom)	19

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