April 23, 2020

Dear Parent/Guardian:

The purpose of this letter is to discuss the grading of students for the remainder of the 2019/2020 school year per guidance of OSPI. During school facility closures, Superintendent Reykdal and OSPI continue to provide guidance for schools. This letter is an update on recent guidance and the impact on your student and their academic progress as it pertains to grading and their future academic path.

With guidance provided April 21, 2020, OSPI and Superintendent Rykdal have eliminated pass/no credit grading as a matter of state policy. Therefore, to meet student/parent needs, Garfield-Palouse High School will be doing the following:

A. For grades 9–12 and middle school students taking credit-bearing high school level work, classes will be graded using the following principles:
   1. Do NO harm!
      - Student grades at the end of 3rd quarter will be used as the baseline and students will not receive a grade less than what they had at the point of the school closure (March 13, 2020)
      - Every student will have the opportunity to improve their grade using their third quarter grade as a baseline.
   2. Student’s will NOT receive a “pass,” “fail,” or “no credit” grade for any course.
      - Students failing to finish a course during 4th quarter, or not meeting standard, will receive an “Incomplete” for second semester.
      - Incomplete classes will be made up through Independent Study, Retaking the Course (Students failing at end of 3rd quarter), or through Credit Retrieval courses.
   3. For an “incomplete” assigned to students
      - Students will be given an opportunity to re-engage and complete course work through the following ways:
        - Retake the courses the following term or year (for students failing at the end of 3rd quarter)
        - Independent study (Online)
        - Credit Retrieval course (Default Scheduling)
        - Backfilling the incomplete grade with the letter grade obtained in the next course taken in that subject area (ie: Fr English – Soph Engl) and recommendation of teacher.

** This may have a significant impact on graduation and elective course opportunities for students next year. Students planning on Work Study and Running Start may be negatively impacted and may not be able to pursue if they are not “on track” for graduation and need to finish coursework.
4. Every class taken during the closure period will be given a statewide designator on
the high school transcript to denote the unique environment in which the course was
taken.

All students are currently being given an opportunity to engage in continuous learning during 4th
quarter to maintain or improve grades for the second semester. Material for these courses are due **June 12, 2020** with grades or incompletes being assigned **June 19, 2020**. Students who fail to complete
courses, and receive incompletes will be assigned to credit retrieval courses in the fall automatically.
By having to complete course work and taking these courses a student’s ability to take electives,
participate in work study, or other activities may be impacted and their overall ability to earn the
necessary credits for graduation effected.

Thank you for your continual work and communication with staff. We appreciate the support and
patience through this difficult time. If you have questions please contact your teacher, Mrs. Mylett, or
myself.

Sincerely,

Mike Jones
Principal