

Committee Meeting Agenda/Minutes

Committee: BOE Policy & Legislation Committee			
Location: Superintendent's Office Chase Building/Room 158 236 Grand Street	Date of Meeting: Tuesday August 29, 2023	Start Time: 5:30 p.m.	Finish Time:

Team Norms:
<ol style="list-style-type: none"> 1. All meetings will start on time 2. All team members will agree to stay on specific agenda topics 3. A specific agenda will be set for all meeting

Commissioners Present:	Staff Present:

AGENDA			MINUTES
	Agenda Item	Time Allotted	<ul style="list-style-type: none"> • Motion • Motion by/seconded by • Vote tally
1.	Revised High School Grading/QPR #6146.1 ~ D. Schwartz, et al.		
2.	Discussion – School Visitors Policy/Regulations #1250 ~ Dr. Ruffin		
3.	Scheduling of next meeting		
4.	Adjournment		

Additional notes/minutes:
Minutes prepared by:

High School Grading/QPR**FORMULA:**

The formula to be used for grading students' performance in the area of knowledge acquisition will be 100% as defined below:

Calculating Student Grades
<p>50% Assessments: i.e. meets expectations through standards based assessments, meets expectations through summative assessments, meets expectations through teacher made test, quizzes, text driven assessment, projects curriculum based and completed with accuracy.</p> <p>35% Classwork: i.e. daily assignments completed, with accuracy, extended assignments completed on time and with accuracy.</p> <p>10% Disposition i.e. actively engages in class, participates in group, displays toward learning: perseverance, integrity and social and civic expectations.</p> <p>5% Homework: i.e. assignments independently completed outside of the classroom.</p>

GRADING: All teachers shall develop and maintain a numerical grade for all students. This is becoming increasingly necessary when students transfer from one school to another in the middle of a semester and don't have grades to accompany their registration. Upon the District updating of classroom student rosters into PowerSchool, teachers will upload all student assignment, quiz and test grades into PowerSchool on a regular basis, but at a minimum of at least every three weeks. Student grades will be uploaded on a weighted average basis, whereby the teacher will assign a weight to particular types of assignments (e.g. homework, quizzes, and tests) by following the applicable Board of Education grading policy. A numerical grade indicating student performance at the time of exit from a school must be made available for the receiving high school. Teachers shall make two or more comments per student per subject for each marking period. Report cards shall be expeditiously processed and returned to the teacher as soon as practicable after submission to Central Office.

All teachers should continue to use the full scale of 0-100 for grading purposes as it relates to assessments, classwork, disposition, homework, mid-terms, and finals.

If a student earns a final average of 0-50, that student will receive a final average of 50 for the marking period.

INTERIM REPORTS: Reports shall be sent home half-way through each marking period.

Instruction

6146.1(b)

High School Grading/QPR, continued

MAKE-UP WORK: Work missed due to absences will be completed within five (5) school days upon return to school. Exceptions may be made with administrative approval.

GRADING SENSITIVITY: Teachers are reminded to be sensitive to students who receive poor grades and feel there is no way to improve their grade or pass the course. Teachers shall dialogue with students, school counselors, department heads, and administrators to seek an alternative route to improve student performance.

HOMEBOUND INSTRUCTION: All long term homebound instructors will contact the classroom teacher for material to be covered and administer quizzes and tests developed by the classroom teacher. The homebound instructor will return the test to the classroom instructor for grading. Regular reports on the status of the student's performance will be sent to the building principal at the high school the student attends. [1]

The classroom teacher provides the homebound teacher with the student's textbooks, lesson plans, and other instructional materials, as deemed appropriate to ensure that the course content is met.

The homebound teacher returns the student's work on a weekly basis to the classroom teacher for grading. The homebound teacher administers the student assignments, tests, and quizzes. Regular reports on the status of the student's performance will be sent to the building principal at the high school the student attends.

EXTRA-CURRICULAR ACTIVITIES: Students who have not earned the required Carnegie Units for the designated rank will be ineligible to participate in extra-curricular activities. As soon as students exceed unexcused absences, in accordance with the Board of Education attendance[2] policy, they will be immediately ineligible to participate in extra-curricular activities (all after school programs)[3]. Students who have not maintained a 1.67 GPA or higher during the marking period preceding AND during the student's participation will be ineligible to participate in extra-curricular activities[4]. (See Student-Athlete Eligibility Checklist-High School also).

Students must earn and maintain a numeric grade of 70 or higher OR a 1.67 GPA during the marking period preceding AND during the student's participation to be eligible to participate in extracurricular activities. (See Student-Athlete Eligibility Checklist- High School for additional requirements).

PASSING GRADE: The passing numerical grade is 65 or greater.

District-wide curriculum offerings at the high schools will consist of core academics and electives. Selected district-wide core and elective courses at the Accelerated Level will be modified to incorporate extended requirements for students to earn additional quality points.

To earn a credit of 1.0, the student must earn a grade of 65 or higher for a full year class. achieve a passing grade for a full year class, the student must have an average credit value of 1.0 for the entire year as calculated for a final grade. the class for the year a student must have an average credit value of 1.0 for the entire year as calculated for a final grade.

To earn a credit of .50, the student must earn a grade of 65 or higher for a half year class.

To earn a credit of .25, the student must earn a grade of 65 or higher for a marking period class.

In full-year courses, final grades will be calculated with each marking period worth 20% of a students' grade and the midterm exam and final exam each worth 10% of the final grade.

~~(In half year courses, the final exam for the course will count as 20% of the course grade).~~ A mid-term will only cover expected learning from Q1 and Q2, while the final will only cover expected learning for Q3 and Q4.

In half-year courses, final grades will be calculated with each marking period worth 40% of a students' grade and the final exam for the course will count as 20% of the course grade.

To qualify for high school Summer School, students need to earn a final numerical average grade of at least 50 for the academic year.

Full-year Course

Q1	Q2	Midterm	Q3	Q4	Final
20%	20%	10%	20%	20%	10%

Half-year Course

Q1	Q2	Final
40%	40%	20%

Instruction 6146.1(c) High School Grading/QPR, continued

A grade of “E” is given to any student that is denied credit for excessive absences.

A grade of “I” is given if the teacher determines that the student’s work is incomplete. Grades of “I” can be changed by a teacher at any point during the year. Any grade of “I” that remains, will be calculated in the student’s GPA as an “F” (0.00) until updated. -at the conclusion of September of the next school year will be changed to an “F”.

GRADE WEIGHTING & CLASS RANKING: The Board of Education promotes weighted grading for more rigorous coursework. Students are provided with a non-weighted Grade Point Average and a weighted Quality Point Ranking (QPR) at the end of each academic year, excluding senior year. Final senior GPAs and QPRs will be determined after seven semesters. GPA (non-weighted) ranges from 0 to 4.33 ~~4.33 to 0~~ and is an indicator of academic success; QPR (weighted) ranges from 0 to 15.5 ~~15.5 to 0~~ and is an indicator of average academic rigor. In each case, the higher the numeric value, the more successful the academic performance.

~~Parents/guardians and students shall be advised as to whether or not a grade from a course is weighted in the Program of Studies.~~

Parents/guardians and students shall have access to all courses and various weights associated with each course in the Program of Studies.

OVERALL GRADE POINT AVERAGE: An overall GPA will be calculated based on the un-weighted arithmetic average of grades in all courses, using numerical grade values as follows:

A+ = 4.33 B+ = 3.33 C+ = 2.33 D+ = 1.33

A = 4.0 B = 3.0 C = 2.0 D = 1.0

A- = 3.67 B- = 2.67 C- = 1.67 F = 0.00

$$\text{Overall QPR} = \frac{\sum (\text{Course Credit}) * (\text{Course QPR})}{\sum \text{Course Credits}}$$

QUALITY POINT RANKING (QPR)/CLASS RANK: The Waterbury Public School System believes it is necessary and important to provide differentiated quality points for the purpose of weighting its academic course offerings at the high school. The current curriculum contains a wide variety of courses at various levels of academic challenge. Students are allowed considerable choice and are encouraged to strive for academic excellence. Grade weighting encourages and rewards ~~reward~~ students for selecting courses at more challenging levels of difficulty.

Quality points are the weights that are assigned to courses in order to communicate their differing academic challenge. Weights assigned to academic courses communicate the level of academic challenge inherent in

each course to students and their parents; therefore, the weights assigned help students to make more appropriate course selections. Additional weights assigned to college preparatory courses recognize that more challenging courses require advanced levels of work; therefore, advanced courses have higher course weights.

Instruction 6146.1(d) High School Grading/QPR, continued

A grade weighting/class ranking system shall be implemented for the high schools as follows:

Grade Range			Advanced AP & Post Secondary	Accelerated ACES, ATOMS & SOAR	Honors	General
Min	Max					
97	100	A+	15.5	14	13	11
93	96	A	14.5	13	12	10
90	92	A-	13.5	12	11	9
87	89	B+	12.5	11	10	8
83	86	B	11.5	10	9	7
80	82	B-	10	9	8	6
77	79	C+	9	8	7	5
73	76	C	8	7	6	4
70	72	C-	7	6	5	3
67	69	D+	6	5	4	2
65	66	D	5	4	3	1
Below 65		F	0	0	0	0

All grades shall be rounded to the nearest whole number

$$\text{Overall QPR} = \frac{\sum (\text{Course Credit}) * (\text{Course QPR})}{\sum \text{Course Credits}}$$

Class Ranking: A student must be in attendance in the Waterbury School System for at least 3 continuous semesters (1½ years) to be considered for all academic recognition related to class rank.

HONOR ROLL: The designation of High Honors and Honors will be based on GPA each marking

period.

High Honor Roll: Average of 90 or above and no individual grade below 80 Honor Roll: Average of 80-89 and no individual grade below 70

In the event that schools are unexpectedly closed under a municipal, state or federal mandate for ten (10) or more consecutive school days, and with the approval of the Board of Education, the Superintendent will provide equitable grading procedures in the best interest of all students that account for such a closure and communicate the changes in procedures. In the event of such a closure, the Superintendent's grading procedures will supersede the formulas and grading policies. These procedures will remain in effect, by decision of the Superintendent and the Board of Education, until a time deemed appropriate.

~~CONNECTICUT AUTOMATIC ADMISSIONS PROGRAM:~~

~~The Board of Education (Board), beginning with the 2022-2023 school year, and for each school year thereafter, for the purpose of qualifying a student for the Connecticut Automatic Admissions Program, will:~~

High School Grading/QPR, continued

Instruction 6146.1(e)

CONNECTICUT AUTOMATIC ADMISSIONS PROGRAM:

The Board of Education (Board), beginning with the 2022-2023 school year, and for each school year thereafter, for the purpose of qualifying a student for the Connecticut Automatic Admissions Program, will:

1. calculate a grade point average using the standardized method established by the Board of Regents for Higher Education for each student who completes eleventh grade, and
2. determine whether such a student's class rank percentile is above or below the minimum established by the Board of Regents for Higher Education.

The Board will share a student's grade point average and whether such student is above or below the minimum class rank percentile with the student, the student's parent or guardian, the Department of Education, in the form and manner prescribed by the Department, and upon the student's request, a participating institution for the purposes of applying to such participating institution under the Connecticut Automatic Admissions Program. The Board shall permit the parent of a student to have access to the student's class rank.

The Board recognizes that it is not required to publish or provide a class ranking for any student or to publish on a student's transcript the grade point average calculated pursuant to the Connecticut Automatic Admissions Program, or whether such student is above or below the minimum class rank percentile established by the Board of Regents for Higher Education pursuant to the Connecticut Automatic Admissions Program.

The Board, beginning with the 2022-2023 school year and each school year thereafter, will notify each student enrolled in his/her final year of high school, and the parent or guardian of such student, whether such student may be admitted to at least one participating institution under the Connecticut Automatic Admissions Program based on the academic threshold established by such institution.

(cf. 6146 - High School Graduation Exit Criteria)

Legal Reference: Connecticut General Statutes

10-220g. Policy on weighted grading for honors and advanced placement classes.

21-199 Section 4, An Act Concerning Various Revisions to the Education Statutes

DRAFT

School Visitors Policy

The Waterbury Board of Education and staff welcome and strongly encourage parents/guardians, members of the community, and other interested persons to visit the schools. It is imperative to insure a safe and appropriate learning environment for our students.

The Superintendent of Schools shall establish regulations to:

1. Encourage school visitations.
2. Provide for appropriate hospitality for visitors.
3. Set forth District procedures and to require visitors and school personnel to follow those procedures.
4. Ensure that such visits will enhance educational programs and ensure student safety.

All school visitors shall register in the Main Office and may be accompanied by staff throughout their visit. Staff members should be alert for unauthorized visitors and report their presence to the Principal immediately should there be concerns about whether visitors may be unauthorized visitors.

Parents and community members are welcome to attend interscholastic athletic events and school sponsored student presentations or plays as well as any other Waterbury Board of Education sanctioned programs. However, it is the responsibility of the visitor to remain in the area of the activity and not to move about the building where classes or maintenance activities may be disrupted.

Any person who does not adhere to Board policies and procedures that pertain to school visitation, or is without appropriate reason or responsibility for student supervision, may be considered loitering on school grounds. A person is guilty of loitering on school grounds when he/she loiters or remains in or about a school building, or grounds, without a reason or relationship involving custody of, or responsibility for, a student or any other license or privilege to be there.

Legal Reference:

Connecticut General Statutes Section 53a-185: Loitering on school grounds, Class C misdemeanor

Policy adopted by the Waterbury Board of Education on July 31, 2013

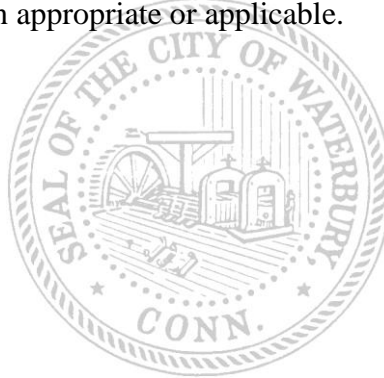
School Visitors Regulations

Waterbury Public Schools, in an effort to encourage visitors to its schools while at the same time maintaining the students' and staffs' safety, privacy and security, and minimizing disruptions to educational programming, sets forth the following procedure to be followed for school visitors.

1. Any visitor who is not a District or City employee on official business, a State or Federal employee on official business, Board of Education Commissioner, or a student enrolled in the school, will be termed a "visitor" under Board Policy and is subject to the procedures set forth below. A visitor does not include those who attend a scheduled activity open to the general public.
2. Any visitor, as defined above, who wishes to visit a school building, and /or observe any student program, must obtain prior approval from the principal or other designated administrator, at least twenty-four (24) hours prior to the visit. Requests to observe a class shall be granted, unless such request(s) would be disruptive to the educational process.
3. All visitors must directly report to the Main Office upon arrival, provide identification which will be kept by school staff during the visit (along with a photocopy to be kept in the student's cumulative file), and sign in where designated. Identification will be issued to the visitor which must be displayed at all times during the visit.
4. All visitors must provide to the principal or duly authorized administrator the reason for their visit, where the visit will take place and the anticipated length of the visit. Visitor meetings must take place in an administrative area designated by the principal or his/her designee unless otherwise agreed to by the principal or duly authorized administrator.
5. In the discretion of the principal or duly authorized administrator, any visitor may be required to submit to a background check and a sexual offender registry check in order to gain access into the school.
6. An escort for the visitor may be required by the principal or duly authorized administrator.
7. No visitor, except a law enforcement officer duly authorized by the Waterbury Police Department, and/or designated under State Statute 53a-217b (as amended by P.A. 16-55) is allowed to bring a weapon of any kind into any school in the District or on school grounds. Legal ref: 53a-217b Possession of a weapon on school grounds: Class D felony (as amended by P.A. 16-55).
8. In order to safeguard student privacy rights, no videotaping, photography or use of recording devices or electronic equipment including phones, is allowed by the visitor during the visit unless prior permission is given by the Superintendent and appropriate prior written consent of the student is obtained.
9. Visitors must follow all school rules and administrative directives and minimize disruptions of the school's learning environment. Visitors must not disturb the students, teachers or interrupt classes in any way.

School Visitors Regulations, continued

10. If a Visitor fails to abide by these procedures, school rules and administrative directives, the visitor will be asked to leave the premises or be subject to referral to the authorities and possibly precluded from future visits in the discretion of the principal or duly authorized administrator.
11. Visitors are on notice that they are subject to whatever surveillance exists at the school during their school visit.
12. An unauthorized visitor shall be guilty of loitering on school grounds when he/she loiters, or remains in or about a school building or grounds, without a reason or relationship involving the custody of, or responsibility for, a student, or for any other authorized activity, license, or privilege to be there.
13. The administration is authorized to file a trespassing complaint with the Waterbury Police Department, when appropriate or applicable.



Legal Reference:

Connecticut General Statutes

53a-185 loitering in or about school grounds, Class C misdemeanor 7-148c7 (F)

53a-217b Possession of a weapon on school grounds: Class D felony. (as amended by P.A. 16-55)

P.A.16-55 An Act Concerning Recommendations by the Department of Motor Vehicles Regarding Hazardous Materials, Car Dealers, Student Transportation Vehicle Operators, Diversion Programs and Motor Vehicle Inspectors.