

MEMORANDUM OF UNDERSTANDING BETWEEN  
THE GLENDALE UNIFIED SCHOOL DISTRICT  
AND  
THE GLENDALE TEACHERS ASSOCIATION  
GRADING DURING PERIOD OF REMOTE TEACHING AND LEARNING DUE TO COVID-19 SOCIAL DISTANCING  
PROTOCOLS

The Glendale Unified School District (GUSD) and the Glendale Teachers Association (GTA) enter this Memorandum of Understanding (MOU) regarding grading for the remote teaching and learning period during the third trimester and second semester of the 2019-2020 school year.

The parties recognize that the California Department of Education provided guidance to districts ([www.cde.ca.gov/ls/he/hn/gradegraduationfaq.asp](http://www.cde.ca.gov/ls/he/hn/gradegraduationfaq.asp)) regarding grading during social distancing protocols related to the COVID-19 Pandemic that provided wide latitude to districts. The CDE guidelines heavily emphasize a "do no harm" approach to grading during this crisis.

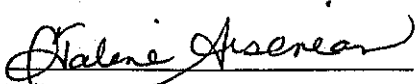
The parties agree to the following guidelines regarding grading for the third trimester and second semester of the 2019-20 school year that were developed in consultation with teachers, administrators, counselors, student leaders, parents, and GTA Leadership:

- Elementary Schools
  - The students' Second Trimester grades are the final numerical grades assigned for academic progress and effort.
  - Teachers will not assign Third Trimester number grades or marks for behavior or effort, but will provide positive and supportive feedback on the students' performance over the course of the year, including progress during the remote learning period, via the comments section of the report card.
- Middle Schools
  - For students in Middle School, a grade of "Credit" or "No Credit" will be issued for the second semester grade.
    - Students who were earning a passing grade at the third quarter marking period will be issued a "credit" for the semester grade.
    - Students who were not passing at the third quarter marking period may improve their grade to a grade of "credit" by demonstrating progress on mastery of standards as determined by the teacher. If students who were not passing at the third quarter marking period do not demonstrate growth during the remote learning period, a grade of "no credit" may be issued at the teacher's discretion.
  - Citizenship Grades will not be assigned for the second semester, but teachers will be able to provide comments.
  - The fourth quarter progress reporting period will be moved from April 23, 2020 to May 8, 2020 to provide feedback on student participation during remote learning.

- High Schools

- The students' third quarter grades (or marks) will be used as the baseline for assigning the final semester grade. Teachers may add assignments to the grade book completed prior to March 13, 2020, but the grade issued for the third quarter may not drop.
- The fourth quarter progress reporting period will be moved from April 23, 2020 to May 8, 2020 to provide feedback on student participation during remote learning.
- Teachers may issue grades at the semester that are the same as the third quarter grades. Teachers may also issue grades that are higher than the third quarter grades if evidence of student learning and progress is apparent from the work completed during the remote learning period.
- Students' grades shall NOT decline from the third quarter to the semester based on work completed during the remote learning period. Variables such as internet access, family responsibilities, and time available to complete work may be outside the control of the student. Students are expected to participate in remote learning to the extent their circumstances allow. Teachers are encouraged to approach student progress in terms of evidence of mastery of essential standards rather than a focus on assignment completion and deadlines.
- Guidance for assigning grades based on what was recorded at the third quarter marking period plus improvement based on work completed during the remote learning period.
  - A, B, C grades: assign a letter grade
  - D grades: assign "Credit"
  - F grades: assign "No Credit"
  - I (Incomplete) may be assigned in consultation with an administrator or counselor in extenuating circumstances as specified in Administrative Regulation 5121.
- For students who earned an F for the third quarter:
  - A letter grade (A, B, or C) or "credit" may be issued at the teacher's discretion for students who demonstrate progress on mastery of standards.
  - Students who did not demonstrate any evidence of improvement during the remote learning period may be issued a "no credit" for the semester report card. Teachers should work closely with counselors and administrators to reach out to students who are not participating and communicate with the students and parents/guardians.

This MOU will expire without precedent on June 30, 2020 unless extended by written mutual agreement.

  
Taline Arsenian, GTA                      04-20-20  
Date

  
Vivian Ekchian, GUSD                      4-20-20  
Date