



SOUTHAMPTON COUNTY SCHOOLS

Post Office Box 96 • Courtland, Virginia 23837
Phone (757) 653-2692 • Fax (757) 653-9422

Dr. Gwendolyn Page Shannon, Division Superintendent

Dr. Deborah Goodwyn, Chair
James D. Pope, III, Vice-Chair

April 22, 2020

Dear Southampton County Public School Division Families:

Southampton County Public Schools has adopted a grading policy for the remainder of the 2019-2020 school year due to the closure of schools mandated by Governor Northam. The grading process is described in detail below by school level which supports our goal of providing a continuity of learning for all students.

Elementary Schools

All elementary schools will provide instructional packets for students to complete at home. Parents will pick up instructional packets and drop off instructional packets at their schools on Thursdays. Parents may also download the instructional packets from the division website www.southampton.k12.va.us. Instructional packets not picked up by Thursday will be distributed on Monday. Parents will return instructional packets by bringing packets to the school, mailing packets to the school, emailing packets, or submitting pictures of packets to the teachers.

The following are requirements for **grading the instructional packets**:

- Teachers will review and provide feedback for all submitted work in a timely manner.
- Teachers will call students once a week.
- When appropriate, grade level teams will rotate weekly so that students will hear from all teachers on their schedules.
- Students who have been identified as needing additional assistance will be called twice a week. Reading specialists, math coaches, and school counselors will assist with these calls.
- Teachers may video record one instructional lesson per week.
- Teachers will provide one weekly tutorial lesson with step-by-step directions for students.
- Teachers may use workbooks and other supplemental resources for the tutorial lesson.
- Students will receive a grade of Pass or Fail.
- All grades will be weighted the same.
- Students who attempt to complete at least 60% of the work will receive a final grade of Pass.
- Teachers will identify students in need of extra support at the end of the school year

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*Parents who have special circumstances may contact their building principal or the Director of Curriculum and Instruction, Mrs. Kelli Gillette, at 757-556-4890 to devise a viable solution.

Capron Elementary School	Dr. Allison Francis	757-419-1471
Meherrin Elementary School	Mrs. Rickeita Jones	757-533-1939
Nottoway Elementary School	Mrs. Susan Melbye	757-346-8582
Riverdale Elementary School	Mrs. Tamee Railey	757-620-9218
Riverdale Elementary School	Mrs. Kisha Watford	757-650-8441

Southampton Middle School

Southampton Middle School teachers will provide virtual lessons through Schoology. Students will download content and complete assignments for submission.

- Teachers will review and provide feedback for all submitted work in a timely manner.
- Teachers will call students once a week.
- Grade level teams will rotate weekly so that students will hear from all teachers on their schedules.
- Students who have been identified as needing additional assistance will be called twice a week. School counselors will assist with these calls.
- Teachers will video record one instructional lesson per week.
- Teachers will provide one weekly tutorial lesson with step-by-step directions for students.
- Teachers may use workbooks and other supplemental resources for the tutorial lesson.
- Students will receive a grade of Pass or Fail.
- All grades will be weighted the same.
- Students who attempt to complete at least 60% of the work will receive a final grade of Pass.
- Teachers will identify students in need of extra support at the end of the school year.

Grading Credit Bearing Courses in Middle School

The following measures are requirements for grading:

- The students' final course grade will be either a letter grade, A-F, or Pass/Fail.
- Parents and students in consultation with the school counselor will consider the application of Pass/Fail after all work has been completed and a grade on the A-F scale has been assigned.
- The course credit earned by passing, using Pass/Fail, will be excluded from the students' GPA calculation and a "P" or "F" will be recorded on the students' transcript. Promotion/graduation credit will be earned by a "P".
- The final grade for the semester will be the average of the third nine weeks grade and the fourth nine weeks grade.

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- The grade for the third nine weeks will be the grade that the students had on March 13, 2020, in addition to any work that the teachers have given that will enhance that grade.
- The grade for the fourth nine weeks will be based on the amount of work the students attempt to complete.
- Teachers will identify students in need of extra support at the end of the school year.

The student's grade will be based on the amount of work attempted.	
Effort	Letter Grade
90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Below 60%	F

*If you have special circumstances or questions please contact the building principal, Mr. Darian Bell, at 757-653-8157 or the Director of Curriculum and Instruction, Mrs. Kelli Gillette, at 757-556-4890 to devise a viable solution.

Southampton High School

Secondary schools will provide virtual lessons through Schoology. Students will download content and complete assignments for submission.

The following measures are requirements for grading:

- The students' final course grade will be either a letter grade, A-F, or Pass/Fail.
- Parents and students in consultation with the school counselor will consider the application of Pass/Fail after all work has been completed and a grade on the A-F scale has been assigned.
- The course credit earned by passing, using Pass/Fail, will be excluded from the students' GPA calculation and a "P" or "F" will be recorded on the students' transcript. Promotion/graduation credit will be earned by a "P".
- The final grade for the semester will be the average of the third nine weeks grade (Q3) and the fourth nine weeks grade (Q4).
- The grade for the third nine weeks will be the grade that the students had on March 13, 2020, in addition to any work that the teachers have given that will enhance that grade.
- The grade for the fourth nine weeks will be based on the amount of work the students attempt to complete.
- Teachers will identify students in need of extra support at the end of the school year.

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The students' grade will be based on the amount of work attempted.	
Effort	Letter Grade
90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Below 60%	F

- Teachers will review and provide feedback for all submitted work in a timely manner.
- Teachers will call students once a week. Teachers will rotate the teacher calling each week in order for students to hear from each teacher on their schedule.
- Teachers will video record one instructional lesson per week.
- Teachers will provide one weekly tutorial lesson with step-by-step directions for students.
- Students who have been identified as needing additional assistance will be called twice a week. School counselors will assist with these calls.
- Teachers may use workbooks and other supplemental resources for tutorial lessons.

*If you have special circumstances or questions please contact the building principal, Mrs. Aronda Bell, at 757-653-8312 or the Director of Curriculum and Instruction, Mrs. Kelli Gillette, at 757-556-4890 to devise a viable solution.

The COVID-19 pandemic is ever changing and we are continually working with the Virginia Department of Education to ensure we are providing a continuity of learning that will have a positive impact on our students. If you have questions or concerns, please contact me at 757-653-4464. Stay safe and take care of yourself and your family, and stay healthy.

Sincerely,



Gwendolyn Shannon, Ph.D.
Division Superintendent

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