



# PTO General Membership Meeting

School Year 2016-2017

Heather Hills Elementary School

[www.myheatherhills.org](http://www.myheatherhills.org)

Ms. Nema Manuel  
Principal

12605 Heming Lane  
Bowie, Maryland 20716  
Phone – (301) 805-2730  
Fax – (301) 805-2733

## GRADING AND REPORTING ADMINISTRATIVE PROCEDURES 5121.1 HHES PTO's Frequently Asked Questions Updated November 16, 2016

**HHES PTO Question 1:** Per the new policy, “Students and/or parents may request one additional opportunity to improve a score on a qualifying assessment, activity, or assignment that demonstrates knowledge of course content, skills, and standards.” How does the county interpret this statement? Does this mean that a student only has ONE opportunity to improve ONE qualifying assessment, activity, or assignment or does this mean that a student has ONE opportunity to improve ALL qualifying assessment, activity, or assignment?

**PGCPS Response 1:** There may be more than one qualifying assessment, activity or assignment. If the work is not eligible for reassessment, that must be identified in writing on the rubric at the time of original assignment. Final research reports and projects that culminate a unit of study, or final semester or marking period exams may not be reassessed.

**HHES PTO Question 2:** How many qualifying assignments/assessments/quizzes/tests can a student re-take in one grading period? *(Parent's Note: It is my understanding that assignments/ assessments/ quizzes/tests can be re-taken only once and the highest grade is recorded.)*

**PGCPS Response 2:** This update to the Administrative Procedure does not include a specified number of eligible assignments for re-take per grading period because of varying curricula and classroom based decisions. The update defined assignments that are not eligible (final research reports and projects that culminate a unit of study, or final semester or marking period exams). Each teacher must identify in writing at the time of assignment if it is not eligible for re-take.

**HHES PTO Question 3:** What are teachers required to do to ensure that the concepts are being taught differently so children have a chance to score higher?

**PGCPS Response 3:** The grading policy does not address teaching methods. Curriculum guides contain resources and supervisors provide support for different instructional strategies to meet standards.

### Parent Teacher Organization Executive Board

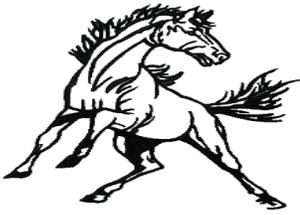
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**HHES PTO Question 4:** If a teacher has multiple qualifying assessments in one quarter, is a student eligible to retake all qualifying assessments or only one qualifying assessment in that quarter? For instance, a student receives a low score on assessment 1. Assessment 1 is a qualifying assessment. The teacher allows the student to retake assessment 1 in the allotted timeframe. The same student receives a low score on assessment 2. Assessment 2 is also a qualifying assessment. Is the student eligible to retake assessment 2 in the allotted timeframe?

**PGCPS Response 4:** Yes, a student is eligible to retake any assessments except those identified at the time of assignment as ineligible and final semester or marking period exams.

**HHES PTO Question 5:** How can this information be shared in a forum for teachers and parents together so that everyone can be on the same accord? Would it be helpful to have a round table discussion or parent/teacher training?

**PGCPS Response 5:** Principals or their designees are responsible for reviewing procedures with staff and ensuring that grading and reporting policies are applied consistently within their schools.

**Question 6:** What is the intent of the new grading policy?

**PGCPS Response 6:** The Charge Statement of the Grading and Reporting Project Team is as follows and the team made recommendations to support these items.

The Board of Education of Prince George's County Public Schools (PGCPS) believes that all students can learn at high levels; that rigorous performance standards and achievement standards are essential components of developing and delivering quality instruction; that students must be provided with multiple pathways and opportunities to reach those rigorous standards; and, that regular assessment is an important component of an effective teaching and learning environment and an important tool in advancing students' learning. The Grading and Reporting Cross-Functional Project Team will examine PGCPS' grading Administrative Procedures and recommend possible revisions to ensure all students graduate college and career ready.

**Question 7:** How many assignments and/ or assessments can a teacher make ineligible?

**PGCPS Response 7:** The Grading and Reporting Project Team did not address a number of assignments and/or assessments that a teacher can make ineligible. Factors in leaving this open include differences among content areas, standards, and schedules. We are revisiting this issue and recommending a minimum number for grades/courses that students can retake.

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**Question 8:** Is a teacher able to make ALL assignments and/ or assessments ineligible for his/her class?

**PGCPS Response 8:** The Grading and Reporting Project Team did not address a number of assignments and/or assessments that a teacher can make ineligible. If a teacher makes ALL assignments and/or assessments ineligible, the Principal should make leadership aware and provide guidance. We are revisiting this issue and recommending a minimum number for grades/courses that students can retake.

**Question 9:** Are teachers able to determine that an assignment is ineligible after a student receives a low grade on an assignment?

**PGCPS Response 9:** The teacher must indicate that the assignment is ineligible for re-take at the time of assignment, not after.

**Question 10:** Some parents do not have access to the internet and are unaware of the new policy. When will PGCPS provide a copy of the new policy to all parents?

**PGCPS Response 10:** PGCPS does not provide a copy of Administrative Procedure updates to all parents. Principals may assess the need and provide a copy of the new policy to parents who make a request.

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