

The purpose of this FAQ document is to provide additional guidance and clarification specific to Hillsborough County Public Schools based on Florida Department of Education (FDOE) guidance related to school closures.

### [Florida Standards Assessments \(FSA\) and End-of-Course Exams](#)

#### **Has the state canceled the Florida Standards Assessments (FSA) and End of Course Assessments (EOC) for the 2019-2020 school year?**

Yes. The [Governor's Executive Order No. 20-52](#) states, "All remaining state assessments for K-12 are canceled for the 2019-2020 school year." These state assessments include all FSA and EOC assessments in Algebra 1, Biology, Geometry, Civics, and US History.

#### **How does the change to state testing impact the graduation and promotion requirements for current students?**

The answer varies based on the student's grade and/or course placement.

Seniors: The following exceptions are for current seniors and/or previously declared early graduates.

The Governor's Executive Order No. 20-52 states, "students who are in the 2019-2020 high school graduating class are exempt from being required to use assessments to earn a standard high school diploma." Therefore, if seniors have earned the total credits needed, passed the required courses, and attained the required GPA to graduate, then they are eligible to graduate this year. This waiver will also apply for students that graduate in the summer of 2020.

Non-seniors: The following exceptions are for students enrolled in high school credit course(s) who are not seniors or previously declared early graduates.

1. Non-seniors currently enrolled in courses requiring an EOC will not be required to take the EOC assessment. The requirement that the EOC be calculated as 30% of the final course grade was waived by the FDOE.
2. Non-seniors are still required to meet the mathematics assessment graduation requirement based on one of the following options:
  - pass a future administration of the Algebra 1 EOC (offered four times per year),
  - earn a concordant score, or
  - pass a future administration of the Geometry EOC.
3. Non-seniors who have not yet passed the Grade 10 English Language Arts (ELA) FSA must still meet the reading assessment graduation requirement in one of two ways:
  - pass a future administration of that assessment, or
  - earn a concordant score.

3rd Grade Promotion: The following exception is for current 3<sup>rd</sup> grade students.

Students in third grade must demonstrate successful and independent reading skills and be performing at or above level in reading and language arts. Since the Grade 3 ELA FSA data will not be available due to the cancellation of statewide assessments for the 2019/2020 school year, third grade promotion decisions will be made in consultation with parents, teachers, and school leaders based on the students' classroom performance and progress monitoring data.

**Has the state canceled the summer FSA and EOC assessments for the 2019-20 school year?**

Information about summer assessments will be forthcoming from the FDOE.

Classroom Grading and Promotion

**Will a student earn grades for the work they complete during this time of digital learning?**

Yes, students will continue to earn grades assigned by the teacher based on progress in their classes. Student grades and credits will continue to count toward promotion and/or graduation.

- Teachers will continue to grade work and update progress within Edsby.
- Parents and students should check Edsby to view their student's progress and should contact the teacher regarding questions or concerns.

**Since the EOC, which is normally 30% of the course grade, will not be available, how will grades be calculated for Algebra 1, Geometry, Biology, Civics, and US History?**

For students currently enrolled in courses that include a statewide EOC, the Florida Department of Education (FDOE) has waived the requirement for the EOC to be calculated as 30% of the final grade. The student will receive an "H" for the exam and the semester final grade will be based on the student's 3<sup>rd</sup> and 4<sup>th</sup> quarter grades, unless the student has a prior banked EOC score. If a student has a banked EOC score, the student will earn the higher of the two options.

Semester grade calculations will not be delayed due to the cancellation of the state EOC scoring, so the temporary grade configurations found in the Student Progression Plan will not be used for this school year.

**If a current senior or previously declared early graduate completed an EOC course prior to this semester and has not taken the EOC assessment, how will their grade be determined?**

Due to the COVID-19 school closures, the student no longer has the opportunity to take the EOC assessment. The student's grade will be determined based on the two quarter grades.

**If a current senior or previously declared early graduate does not complete all their required coursework for graduation until the summer, will they still qualify for the state waiver?**

Yes, the student no longer has the opportunity to take the EOC assessment and will qualify for the waiver.

**Are district final exams still planned for students in middle and high school?**

The district has decided to cancel semester two exams for middle and high school to mirror the FDOE decision to cancel state EOC assessments.

The district will be implementing a grade enhancement plan for students who earned a D or F in a core course for the 3<sup>rd</sup> or 4<sup>th</sup> quarter to assist with meeting promotion and/or graduation requirements. Specific examples include:

- a middle school core course required for promotion,
- a high school core course required for graduation, or
- a high school course required for a current senior to earn the 2.0 grade point average.

More guidance regarding final exams, grades, and the grade enhancement plan will be provided to staff and students.

**How will grades be determined without the semester two exams?**

The [Student Progression Plan](#) requires students to earn a minimum of two quality points to pass a semester course that does not require an exam. The following two-grade configuration will apply.

Quarter grade	Quarter grade	No Semester exam-"H"	Final Grade
A	A	H	A
A	B	H	A
A	C	H	B
A	D	H	B
A	F	H	C
B	A	H	A
B	B	H	B
B	C	H	B
B	D	H	C
B	F	H	C
C	A	H	B
C	B	H	B
C	C	H	C
C	D	H	C
C	F	H	D
D	A	H	B
D	B	H	C
D	C	H	C
D	D	H	D
D	F	H	F
F	A	H	C
F	B	H	C
F	C	H	D
F	D	H	F
F	F	H	F

**What if a student still needs to make up an exam from semester one?**

The exam make-up window will be extended through December of 2020. Make-up exams for current seniors will be reviewed on a case-by-case basis.

- The senior should contact the principal or assistant principal for curriculum regarding the exam.
- The administrator will arrange for an exam through the Office of Assessment, as needed.

### **Have the promotion guidelines for students been impacted due to the school closures?**

No, district and state procedures place the responsibility for decisions regarding student placement primarily with the principal and the School Placement Committee in consultation with parents.

Students may not be assigned to a grade level based solely on age or other factors that constitute social promotion (F.S.1008.25). Grade level placement decisions are made with consideration of the following indicators:

- achievement level and ability level to reach the age appropriate standards;
- physical, social, and emotional maturity;
- attendance and number of retentions;
- other school records; and
- input from parent or guardian.

Students may be considered for retention in the current grade due to school closure conditions when requested by the parent. Retention will be approved in cases where the teachers and school administrators agree that it is in the student's best interest.

Placement exceptions are considered with parental input through a district review process as provided in the [Student Progression Plan](#).

Schools will follow the district procedures in reference to articulation and grade placement. The specific timeline will be provided to schools in April. Area and district placement meetings will be scheduled in June and July, as needed.

Since the Grade 3 ELA FSA data will not be available due to the cancellation of statewide assessments for the 2019-2020 school year, third grade promotion decisions will be made in consultation with parents, teachers, and school leaders based on the students' classroom performance and progress monitoring data.

### **Will there be summer opportunities to assist students who may need to pass classes to graduate or to be promoted?**

The summer Extended School Year (ESY) program has not been finalized and more information will be provided shortly as to available courses, programs, locations, and dates. Summer virtual courses through Hillsborough Virtual School (HVS) and Florida Virtual School (FLVS) will continue to be an option for students who need additional opportunities to meet promotion and/or graduation requirements.

### **If a student still needs to pass a course required for graduation, can they still enroll in a credit recovery course?**

Credit recovery courses are intended to provide an opportunity for a student to make-up a previously failed course and are limited to students with a D or F final semester grade. Eligible students should currently be enrolled in credit recovery courses. New enrollment exceptions include:

- students new to HCPS who was enrolled in an Edgenuity course in another district, or
- seniors and previously declared early graduates who need to make-up a course required for graduation.

Students who meet the above criteria should contact the school counselor who will email the course selection sheet to the lab manager for registration.

Other extenuating circumstances or special cases outside of these parameters should be referred to Denee Upshaw, Supervisor, Hillsborough Virtual School, [Denee.upshaw@sdhc.k12.fl.us](mailto:Denee.upshaw@sdhc.k12.fl.us).

Students who do not qualify for credit recovery may request a full version of the course through HVS or FLVS. Students should contact their school counselor to consider all available options.

**When will 3<sup>rd</sup> quarter report cards be available?**

Elementary report cards are normally printed for distribution at the school site. Due to school closures, the elementary 3<sup>rd</sup> quarter report cards will be delayed. The district is researching publication options to provide a solution for consistent distribution.

Middle and high school 3<sup>rd</sup> quarter report cards will be available to families online Wednesday, April 8 and Thursday, April 9 respectively. Information Technology will notify families via ParentLink when report cards are available.

If a parent or guardian does not have the PIN for viewing the report card online, it can be requested by selecting "Request a PIN" on the report card website at <https://reportcards.sdhc.k12.fl.us>. This website is where student report cards will be posted when available. Students can access their own report cards by logging in with their school district user ID and password. Additional information is provided for families on the school district website by searching on "go reportcards".

The Report Card Support Line at (813) 840-7388 is available for technical assistance. This number is posted on the report card website. The support line provides pre-recorded help in both English and Spanish and allows callers to leave a voice mail if further assistance is required. Calls regarding specific student information or questions about grades will be referred to the student's school.

Individual report cards can be viewed and printed from Education Connection Student Summary on or before Wednesday, April 8.

[eLearning Guidance](#)

**How much time should students be working on required lessons?**

Lesson length will vary based on grade level, course, and student needs. ***We are asking all teachers to remain flexible in this process and give consideration for individual student circumstances and to check in with students and/or parents to gauge specific needs.*** Accommodations should be provided for households working around shared devices, parent work schedules, technical issues, etc. Refer to the following chart for specific recommendations.

Grade Level	Recommended Instructional Time on an Electronic Device
PK-2	5-10 minutes per session
3-5	15-20 minutes per session
6-8	20-30 minutes per course
9-12	20-40 minutes per course

Lesson extensions may be provided as optional, ungraded opportunities for students who would benefit. Additional engagement is especially important for primary grades, where it is not developmentally appropriate to expect a student to attend to academic tasks for an extended period of time.

### **What should parents do if their child appears to be overwhelmed by academic tasks?**

Parents should help their child develop a regular schedule that includes breaks. Parents are encouraged to communicate with teachers to discuss options for individual circumstances. If additional assistance is needed, the parent should consult with the school counselor and/or administrator.

### [College Entrance Exams](#)

#### **Are the SAT exams canceled?**

The SAT and SAT Subject Test administrations for May 2, 2020 have been canceled by College Board. Students who already registered for May, whose March test centers were closed, or who do not receive March scores because of any irregularities, will receive refunds from the College Board. The SAT has not yet canceled the June administration. Monitor updates directly at [College Board SAT Coronavirus Updates](#).

#### **Are the ACT exams canceled?**

ACT has rescheduled its April national and international tests. All students registered in April test dates will receive an email from ACT informing them of the postponement and instructions for rescheduling to June or a future test date. Monitor updates directly at [ACT Coronavirus Updates](#).

### [National and International Advanced Coursework Exams](#)

#### **Have the Advanced Placement (AP) exams been canceled for this school year?**

No, AP exams have not been canceled. For the 2019–2020 exam administration only, students will take a 45-minute online free-response exam at home. National, educator-led development committees are currently selecting the exam questions that will be administered. The district will continue to communicate with AP teachers and students as more information becomes available by the College Board. Monitor updates directly [College Board AP Updates](#).

#### **Are students enrolled in an AP course still required to take the AP Exam?**

Yes, at this time students enrolled in AP courses in HCPS are required to take the AP Exam. In alignment with district's Student Progression Plan, taking an AP exam provides the opportunity for our students to earn college credit free of charge to parents and all students are expected to take the AP exam aligned with the course they are enrolled.

#### **What if a student receives accommodations for testing?**

College Board's Services for Students with Disabilities (SSD) Office has already approved requests submitted by the school's SSD coordinator. Accommodations for students with documented disabilities will feed into the digital test-taking experience. Information for specific accommodations will be delineated in the At Home Testing Guide at [College Board AP Updates for Schools](#).

#### **When will students receive information regarding exam dates and procedures?**

Students will take AP exams between May 11 and May 27 with a make-up exam window between June 1 and June 5. An exam schedule with specific exam dates and times as well as procedures for testing will be

posted on College Board's website on April 3. Course specific exam information can be found at [College Board AP Updates for Schools](#).

**Have the International Baccalaureate (IB) exams been canceled for this school year?**

Yes, IB exams have been canceled. The International Baccalaureate Organization (IBO) announced that the 2020 examinations scheduled between April 30 and May 22 will no longer be held. IBO has communicated that "the student will be awarded a diploma or a course certificate which reflects their standard of work. This is based on student's coursework and the established assessment expertise, rigor and quality control already built into the programmes." IBO has issued FAQs and continued to update them weekly with more details. The district has been in constant communication with each school's IB coordinators, teachers, and students as more information becomes available by the IBO. Monitor updates directly at [IB Exam Information](#).

[Graduation](#)

**Will there be graduations at the end of the school year?**

At present, there are no changes to the graduation schedule. The district is exploring options to maintain a traditional graduation if it becomes necessary for the state to extend school closures and/or restrict large events. Any changes will be presented to the School Board for approval.

**Will schools continue to recognize honor graduates?**

Yes, schools will follow the regularly scheduled timeline for honor graduate determination found in the [Student Progression Plan](#).

[Dual Enrollment Courses](#)

**Will HCC dual enrollment courses be available for the summer term?**

Yes, dual enrollment courses will be available at HCC on a limited basis. All summer courses will be offered online and will require computer access.

**How will a student register for the summer dual enrollment courses when they are not at school to contact their school counselor?**

Students should contact their school counselor by email or through Edsby to request required forms for enrollment.

**What are the HCC deadlines for the summer and fall terms?**

The HCC registration window for summer term is Monday, March 23 through Friday, May 1. Registration for fall term is Monday, April 20 through Thursday, July 30.

Students must plan ahead and communicate with their school counselor at least 10 working days prior to HCC's registration deadline to obtain and complete the required paperwork. The completed documents should be submitted to HCC a minimum of five days prior to the registration deadline to allow for processing and to ensure meeting HCC's final registration deadlines each term. Students who fail to meet the registration deadlines will not be eligible for dual enrollment courses until the next term.

### **How will a student get instructional materials for their courses?**

Students will order textbooks through the dual enrollment online ordering system after they have enrolled in the course. The method of delivery will be determined prior to the start of the summer term based on the school closure status. Email communication will be sent to students from the Instructional Materials Department to clarify the process.

### **What if a student needs to return a dual enrollment book from a previous term to avoid being placed on the indebtedness list?**

A schedule will be provided once the state determines that students may return to school sites. Seniors will be scheduled prior to graduation.

### [High School Transcripts](#)

#### **How can students obtain a copy of their high school transcript?**

Students should email the school counselor or administrator to request an electronic or paper copy of the transcript. The email should include the following information for verification.

- student name
- student number
- date of birth
- last four digits of social security number
- name and address of the institution where the transcript is to be sent, if applicable.

The school will provide directions for students to pick up a copy, if needed.

Directions for requesting final transcripts will be provided by individual schools prior to the end of the school year.