



Updated May 6, 2020

Monitoring Student Engagement

Good afternoon Everett Public School Families

I hope you are well and continuing to stay home and stay healthy. We are making a difference!

Last week we shared the [grading structure](#) for this school year's second semester. Part of grading depends on the measurement of student learning engagement, which teachers are now going to be tracking in Gradebook. We want to explain how the district will be collecting student "attendance," and how you can check Gradebook for these measures. The purpose of monitoring student engagement is to be able to better support students and families.

We will not be asking for "daily attendance" at this point but rather a weekly look back at student engagement. Student learning engagement is defined as participation in group lessons, assignment completion, or conferencing over the course of the prior week. (e.g., exchanging academic work, connecting with teachers, accessing content, logging on to lessons, independent work).

Teachers will document student learning engagement in Gradebook in:

- Elementary homeroom classes
- All secondary classes where attendance is typically taken

Teachers will enter student engagement data **once a week on Wednesdays, for the previous five school days starting the Wednesday before.**

There are 3 codes that can be used to monitor student learning engagement:

Y- Yes, the student engaged in learning opportunities during the week

N- No, the student did not engage in learning opportunities during the week

NS- Not scheduled to see specific student in the last week

The NS -"not scheduled" option has been added to the scale for specialists with gradebooks who may not see students on daily or even weekly basis.

All parents can log in to the gradebook to view these assignments. Most middle and high school families already regularly log in to view course grades and so know how to navigate from class to class.

Elementary families have only had access this past year so this may be a new process. The parent log in is the same for gradebook, Home Access Center, website, Hoonuit, and Canvas.

To learn more about gradebook access, please visit our [Gradebook for Parents and Students page](#) on the website. A quick guide highlighting the Homeroom assignment for elementary families is included here.

Thank you for your partnership as we continue to better define what distance learning means for all of us. Next week is teacher appreciation week. Please join me as we celebrate our amazing teachers in Everett Public Schools.

Be well,

Dr. Ian Saltzman
Superintendent

Closure Attendance in Gradebook

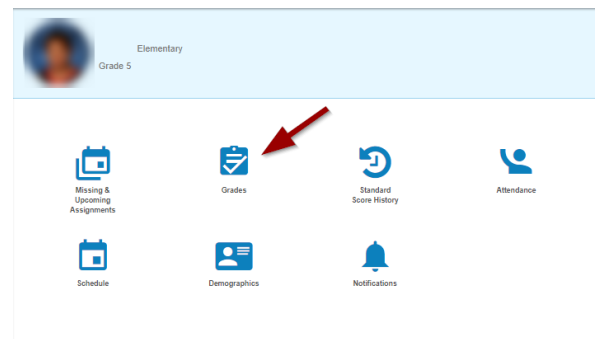
Middle and High School students' families will see the closure assignments listed in the gradebook Grades view alongside other assignments posted for second semester.

Elementary School families will see the closure assignments within a student's homeroom course. Access to gradebook for elementary families was introduced just this past fall. Directions are posted here to find the Closure

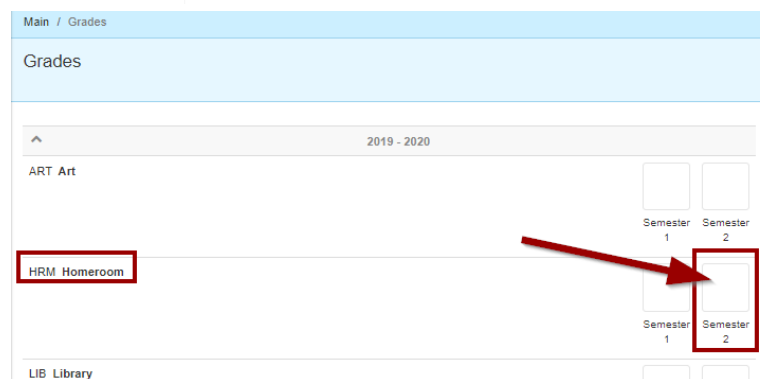
Assignment but full information about the elementary gradebook view for families is posted on our website. <https://www.everettsd.org/Page/26204>

Elementary View in Grades > Homeroom course

1. Log in using parent Gradebook/Home Access Center user name and password
2. If you have multiple students – select one at a time from upper left menu
3. Select Grades icon



4. Select Semester 2 for the Homeroom class



5. Indication of contact over the course of the last week will appear titled "Closure + Week Date Range". If a teacher has added further comment, you can select the title of the assignment to view.

