

**Cloverly Elementary School**  
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Silver Spring, MD 20905  
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September 18, 2009

Dear Cloverly Parents,

At Back to School Night, many parents learned about the new electronic report card that is being implemented in grades 1-5 at Cloverly Elementary School. For many of you, particularly parents of students in grades 2, 3, and 4, the electronic report is not new to you; however, the rubric score descriptions have changed.

In the past, students were given A, B, C, D, E, and O, S, N grades on their report cards. These letter grades were based mainly on averaged grades from tests and quizzes within each core academic subject area. While these grades reflected progress in general subject areas, they failed to communicate explicit information of student performance in specific areas or measurement topics that were taught during any given quarter.

With the implementation of the new electronic standards-based report cards, teachers are applying rubric scores to class assessments that are used to check for students' understanding towards mastery of skills within each subject area. These scores are entered into their electronic grade-books and then are calculated to show a trend or average on how students performed under each of the measurement topics within a given subject area. The rubric scores are described as follows:

- A score of 1: With help, the student demonstrates **partial understanding** on items or tasks that involve concepts, skills, and processes identified for score 2.
- A score of 2: The student demonstrates **general understanding** on items or tasks that involve concepts, skills, and processes identified for score 2.
- A score of 3: The student demonstrates **complete understanding** on items or tasks that involve concepts, skills, and processes identified for score 3.
- A score of 4: In addition to score 3 performance, the student demonstrates **exceptionally thorough** understanding by applying, extending, connecting, combining, transforming, or transferring the concepts, skills, and processes.

For example, if the report card shows a trended score of 2 beside a measurement topic, that means that the student has demonstrated general understanding on items or tasks that involve concepts, skills, and processes identified for score 2. According to the rubric score descriptions, a student earning a 3 has demonstrated complete understanding of items or tasks that involve concepts, skills, and processes identified for score 3. Only those students who have demonstrated an exceptionally thorough understanding by applying, extending, connecting, combining, transforming, or transferring the concepts, skills, and processes will be given a 4 on any given measurement topic.

Effort and behavior are reported as learning skills, separate from academic grades. Reporting on the learning skills portion of the report card has remained the same. Students will receive an I for independent, LP for limited prompting, FP for frequent prompting, and R for rarely in the identified learning skill categories.

Please email me at [Melissa A Brunson@mcpsmd.org](mailto:Melissa_A_Brunson@mcpsmd.org) if you have any questions or concerns.

Sincerely,  
*Melissa Brunson*  
Melissa Brunson  
Principal