



INTERIM POLICY FOR MITIGATION OF STUDENT HARDSHIP CAUSED BY COVID-19

The East Bay Innovation Academy (“Charter School” or “EBIA”) Board of Directors (“Board”) recognizes the challenges posed by the COVID-19 pandemic, including interruptions to traditional educational and extracurricular programming and in-person instruction. To ensure each student is provided an opportunity to succeed in this unique and unprecedented environment, EBIA shall provide eligible students with the following options to complete course requirements, to earn a high school diploma, and participate in extracurricular activities.

Definitions

“*Parent*” means the natural or adoptive parent or guardian, the person having legal custody, or other educational rights holder.

“*Eligible student*” means a student who has received deficient grades for at least one-half of the student’s coursework in the 2020–21 academic year. A deficient grade is a F, a No Pass, or an equivalent as determined by EBIA. Notwithstanding existing law and school policy, a student enrolled in grade 12 during the 2020–21 school year shall not be eligible for retention under this section.

A. Parent-initiated Retention Requests

1. The parent of an eligible student may submit a written request to retain the student for the 2021–22 school year. A retention request form shall be made available on the CDE website and EBIA website (www.eastbayia.org). The retention request form should be submitted to:

Grades 6-8:

Ashley DeGrano (ashley.degrano@eastbayia.org)
Lower School Principal
3400 Malcolm Ave,
Oakland, CA 94605

Grades 9-12:

Rodolfo Ornelas (Rodolfo.ornelas@eastbayia.org)
Upper School Principal
3800 Mountain Blvd,
Oakland, CA 94619

2. If a parent submits a retention request form, the Executive Director/Principal or their designee shall respond with a written invitation to a Retention Team Conference (“RTC”) with the parent, student, student’s teacher, and an administrator. Any other staff members deemed necessary shall also be invited. The RTC shall occur within thirty (30) days of the written request for retention.
3. The RTC shall include consultation on all of the following:
 - a. Discussion of all available learning recovery options, including but not limited to the following specific interventions and supports:
 - i. Supplemental instruction, including tutoring or other one-on-one or small group learning supports;
 - ii. Integrated student supports to address other barriers to learning, such as the provision of health, counseling, or mental health services, access to school meal programs, before and after school programs, or programs to address student trauma and social-emotional learning, or referrals for support for family or student needs.
 - iii. Supports for credit recovery to complete graduation or grade promotion requirements and to increase or improve college eligibility.
 - iv. Supports for students experiencing homelessness, foster youth, English language learners, and students with disabilities.
 - v. Access to prior semester courses in which the student received a F letter grade in the 2020–21 academic year.
 - b. Consideration of the student’s academic data, and any other information relevant to whether retention is in the in best academic and social interest of the student.
 - c. Discussion about research on the effects of student retention and the types of interventions and supports that have been shown to be beneficial to students.
 - d. If the student is a student with a disability, a retention discussion shall include assurances that it is consistent with the student’s Individualized Education Plan (“IEP”).
4. If there is disagreement among the Retention Team, the Executive Director/Principal or designee will make the determination based upon all information discussed at the RTC.
5. EBIA shall notify Parent of its decision, in writing, within ten (10) calendar days of the RTC.
6. A student who is retained shall be offered appropriate interventions, supports, and recovery options as discussed in Paragraph A(3)(a) above.

7. A student who is **not** retained shall be offered appropriate interventions, supports, and recovery options as discussed in Paragraph A(3)(a) above, as well as access to prior semester courses in which the student received a F letter grade in the 2020–21 academic year.

B. Requests for Grade Changes

The parent of any student (or a student who is 18 years of age) who was enrolled in grades 9-12 at EBIA in the 2020-21 school year may request to change a letter grade earned in the 2020-21 school year to Pass or No Pass on their transcript. While they are encouraged to do so, please note that some postsecondary educational institutions, including those in other states, may not accept a Pass or No Pass grade instead of a letter grade for admission purposes. EBIA shall comply with the following legal requirements in notifying Parents/Guardians of the option for a grade change and for processing requests:

1. Written notice of the option to request a grade change shall be provided to all families and shall be posted on the school website.
2. A request form for this grade change request shall be available at (<https://www.cde.ca.gov/ci/gs/ps/documents/gradechange20form.pdf>) and must be completed and submitted to the school contact listed on the form no later than fifteen (15) calendar days from the date of EBIA written notice. No requests submitted after the cut-off date shall be considered. Absent a request to change a transcript pursuant to this Policy, a letter grade earned in the 2020–21 school year shall remain on the student’s transcript.
3. All properly and timely submitted requests shall be granted, the requested letter grade changed to Pass or No Pass, and the parent notified of same within fifteen (15) calendar days of the submission of the grade change request form.
4. EBIA shall not limit the number or type of courses eligible for the grade change.
5. The grade change shall not negatively affect the student’s grade point average.

C. Extended Opportunities for High School Coursework Completion

For any student who, in the 2020–21 school year, was in their 3rd or 4th year of high school and who is not on track to graduate in four years from all coursework and other requirements detailed in EBIA’s charter, which is beyond the minimum statewide coursework requirements for a California high school diploma pursuant to Education Code Section 51225.3, EBIA shall exempt the student from all coursework and other requirements adopted by the Board that are in addition to the statewide coursework requirements. For purposes of this section, “exempt” means the coursework or requirement shall not be considered mandatory for graduation with a high school diploma, and exemptions may be made following unsatisfactory completion of a course such that

a failing grade shall be removed from the student's transcript and shall have no impacts on the student's GPA nor eligibility for a diploma. In accordance with EBIA's charter, students may still be required to enroll in courses beyond the California minimum coursework requirements so long as such enrollment does not impede the student's ability to graduate with a diploma in accordance with Education Code Section 51225.3.

For any student who was enrolled in the pupil's third or fourth year of high school during the 2020–21 school year, and who is not on track to graduate in the 2020–21 or 2021–22 school years, the opportunity to complete the minimum statewide coursework required for a California high school diploma pursuant to Education Code Section 51225.3, which opportunity may include, but is not limited to, completion of the coursework through a fifth year of instruction, credit recovery, or other opportunity to complete the required coursework.

D. Eligibility for Extracurricular Activities

Students who do not meet the conditions for participation in EBIA's extracurricular or cocurricular programs (including school events and after and before school programs) due to not achieving satisfactory academic progress as defined by existing school procedures shall remain eligible during a probationary period of one semester in length due to the impact of COVID-19. Probationary periods shall no longer be implemented following the end of the first semester of the 2021-22 school year.