GRADING AND PROGRESS REPORTS

The grade point averages for grades 9-12 will be calculated in the following manner:

A. Each student's "grade point average" will be the sum of the point values, all of the marks/grades received for all courses attempted divided by the sum of the credits for all courses attempted. The grade point value will be calculated by multiplying the numerical value of the mark/grade earned by the number of credits assigned to the course.

   The numerical values of grades are:
   A = 4.0
   A- = 3.7
   B+ = 3.3
   B = 3.0
   B- = 2.7
   C+ = 2.3
   C = 2.0
   C- = 1.7
   D+ = 1.3
   D = 1.0
   E or F = 0.0

B. The minimal passing mark/grade is D = 1.0. Nonnumerical marks/grades such as pass/fail, credit/no credit, and satisfactory/unsatisfactory marks may also be used. A mark/grade of "W" will be used to include a withdrawal from a course.

C. Grade point averages will be rounded to the third decimal place and reported for each trimester/semester or other term and for the cumulative credits earned for all courses attempted in high school.

D. Marks/grades for each course taken will be included in the calculation of grade point averages with the following exceptions.

   1. Nonnumerical marks/grades will be excluded from the calculation of grade point averages,
   2. Only the highest mark/grade for a class/course taken more than once to improve a mark/grade will be included in the calculation of grade point averages. This doesn't apply to marks/grades for recurring courses/classes which are courses to be taken to further develop a student's understanding and skills in a subject (e.g., journalism, advanced art or drama, concert band, etc.) or is taken by the student more than once to satisfy different credit requirements (e.g., advanced drama taken three times to meet an elective requirement, art requirement, and the occupational education requirement).
   3. Credits attempted for classes taken more than once to improve a

grade/mark may count only once toward the number of credits required for graduation. However, they may count toward the number of credits required for graduation on the condition that the letter grades earned for all attempts are included in the calculation of the student's grade point average. The district will not convert letter grades to nonnumerical grades/marks for the purpose of this exception.

The district will use the standardized high school transcript as described in WAC 392-415-070.

Withdrawals:

A. Within the first ten days of a semester, a student will be allowed to withdraw from a class in order to change the schedule. A student schedule is an implicit agreement between the school, all of the students, and any individual student, and the enrollment of any one student affects the choices and options for many others. Ten days is the last reasonable date a student might enter a new course without undue burden on the teacher, other students, or an individual student.

B. After the 10th day of a semester, a student may be granted a withdrawal from a course with a "W" on the transcript for the following reasons only:
    i. Major medical issue - - documentation required.
    ii. Extenuating legal circumstances - - parent meeting and documentation required.
    iii. Educational placement from a comprehensive high school to an alternative program - - if an equivalent course cannot be found.
    iv. Administration has coached and encouraged a student to take an upper level class slightly beyond their ability level, the administrator, teacher and the student agree that the student has done everything in their ability to meet the demands of the course, and all are in agreement that the student is not capable of meeting standard.

C. If a withdrawal request does not meet the above criteria, the student will continue in the course and be expected to participate and complete work, and will receive the grade earned in the class.

D. There may be cases when a student/family insists that the student should be removed from the course and the reason does not fit the criteria above. In those cases, the student will be allowed to withdraw, in order to reduce conflict, with an "F" on the transcript.

Adopted: 2/2016
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