

## INSTRUCTION

**Secondary Student Evaluation and Grading Procedures R 6-58****A. Determining Semester Grades**

Secondary students' semester grades are to be computed by applying one fourth weight to each of the three six-weeks' grades and one fourth weight to the final examination grade. During the semester an advanced placement test is taken, however, an examination may not be given. In such instances, an average of the three six-weeks' grades shall constitute the final semester grade.

**B. Senior Exam Exemptions**

1. Exemption will apply to seniors only.
2. Exemption will be for second semester of the senior year only.
3. The student must have a semester grade that ranges between 90-100 percent, except as specified in Section C below
4. The student cannot have more than five absences, excused or unexcused, in the class during the second semester. Absences that are the result of school-sponsored events are exceptions to this attendance requirement.
5. Only the principal can make exceptions to the attendance requirement.
6. A student in a dual enrollment course with CVCC will not be exempt from exams since this is a college course.
7. A student in an advanced placement (AP) course will continue to take the AP exam and have the option of being exempt from the final exam regardless of grade in the course (current practice) unless the student is also taking the course for dual enrollment credit in which case the student must take the final exam regardless of the grade in the course.

**C. Standards of Learning Exam Option**

Students enrolled in courses that are assessed by the Virginia Standards of Learning (SOL) tests will have the following option related to the course exam:

Students who pass the SOL test may choose to be exempt from the second semester exam and take the grade they make from the three six-week averages.

**D. Determining Grades for a Student Who Drops a Course Before the End of the Semester**

All schedule changes must take place within the first three-weeks of school. Any courses dropped within that time period will not be recorded on a student's report card or permanent record. Only with permission of the principal will a student be allowed to drop a course beyond this time period. In such cases, an F is to be recorded as the course grade. The grade should be the student's exact or approximate numerical grade at the time of withdrawal averaged with zero for each

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of the factors constituting the grade for the remainder of the semester.

E. Grades and Class Rank Related to Courses Repeated

Students shall be allowed to repeat a course already passed only upon approval by the school principal. The repeating of performing arts courses - acting, chorus, band, and orchestra is not affected by this regulation since each of these may be taken repeatedly as a new course.

For all repeat work, the grade earned shall be averaged with all grades (whether passing or failing) in determining the student's grade point average and class rank. All grades will also appear on the student's transcript.

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