

## **STUDENT GRADES, CHANGING OF**

### **POLICY**

The Board believes it is the primary responsibility of its teachers to assign appropriate and meaningful grades to students. Consistent with 1988 Public Act Number 232, the Board has established the procedure outlined below as a means of preserving the integrity of those grades.

### **PROCEDURE**

- I. No grade issued a student by a teacher may be changed unless one of the following circumstances occurs:
  - A. The teacher who gave the grade is advised of the reason(s) why a change is deemed advisable and the teacher concurs in the grade change, or
  - B. If the teacher who gave the grade does not concur with the proposed grade change, a majority of the members of a Grade Review Panel, after evaluating the reasons for the requested grade change, nevertheless approves the change, and the teacher does not appeal the review panel's decision to the Board of Education.
- II. The five (5) member Grade Review Panel will be composed of three (3) teachers selected by their bargaining unit (one elementary, one middle school, one high school), one (1) Board of Education member, and the superintendent of schools or the superintendent's designee.
- III. Should the teacher issuing the disputed grade appeal the decision of the review panel, the Board of Education will, at a meeting of the Board, review the reasons for the proposed grade change. The decision of a majority of the Board Members elected and serving as to what grade will be recorded, is deemed final.
- IV. Any student whose grade is changed pursuant to this law shall be informed of the change.
- V. A school district shall, upon request, permit each secondary school teacher within its employ to review a copy of the official transcript of each student that teacher taught.
- VI. Employees who have been found to have violated this policy are subject to the disciplinary procedures of the district as such relate to the particular employee or group of employees in question.

Adopted 04/20/89; Reviewed 04/21/94