

**Palisades Charter High School
Resolution
for
January 12, 2021 Board Meeting**

Sponsored by Rauschuber

Co-sponsored by Anderson and Clarke

Resolution to Revise Grade Appeals Process

Whereas it is the responsibility of the Board to provide students' a process to appeal a teacher's grade as prescribed by our Charter;

Whereas the Board Grade Appeals Committee has oversight power regarding grade appeals;

Whereas the grade appeals process must be thorough and made public for all stakeholders to access;

Whereas data regarding grade appeals should be collected and made public for all stakeholders;

Whereas a Board Grade Appeal Hearing must be the last step in the grade appeals process;

Whereas the Board must have knowledge of the challenges (perceived or unperceived) that students' claim regarding teachers' grading practices;

Whereas student legitimate complaints are "sunshined" so that the Board and the PCHS community can improve;

Therefore, it is resolved that the Board adopt the following Grade Appeals Process as illustrated with the attachment to this resolution.

NEW GRADE APPEALS PROCESS

Before implementing a new grade appeal process, teachers and students will be educated on the process.

Steps	Actions	Deadlines
1	Teacher assigns final semester grade.	End of Semester
2	Student objects to grade and completes a Grade Appeals Form by the deadline. Student's counselor will guide the student on how to appeal a grade.	30 business days from the end of the semester
3	The administration investigates student claims, creates a brief report of findings, and recommends a future course of action—uphold appeal or deny the appeal. This report is forwarded to the student, family, teacher, and Board (at end of semester).	15 business days from initial grade appeal submission
4	<p>A. The teacher may change the grade.</p> <p>B. The student with administrative support may make a final appeal of the teacher's decision.</p> <p>C. The student may make a final appeal of teacher's decision regardless of no administrative support.</p> <p>D. Student may drop appeal.</p>	Further student action must be invoked no later than five business days from the administrative report's issuance.
5	If the student continues to invoke a final appeal, the student and teacher will be notified of a hearing date within five business days. The hearing will take place no sooner than five business days after notification and no later than 20 business days after notification.	5-20 business days from date of notification
6	The Board Appeals Committee will receive all documents related to the case 24 hours prior to the hearing.	24 hours prior to hearing
7	The student and teacher have 15-minute hearings to present their case. The investigative administrator will be present to answer questions.	Hearing

8	The administration will inform the student and the teacher of the Board's decision.	10 business day from date of hearing
9	Grade Appeal data and redacted administrative, investigative, grade appeal reports will be presented to the board in a Grade Appeals Report to the Board once a semester. This report will also include a brief Executive Summary highlighting patterns, concerns, and recommendations for future action.	Every Semester

Grade Appeals Data
Obtained from Jeff Hartman via Steve Burr

Semester	Number of Appeals	Dropped by Family prior to Hearing	Teacher change prior to Hearing	Hearings	Grade changes as a result of hearing
Fall 2017					
Spring 2017	14	5	4	5	0
Fall 2016	11	5	1	5	0
Spring 2016	24	4	3	17	1
Fall 2015	34	13	7	14	1
Spring 2015	21	3	10	8	1

CURRENT GRADE APPEALS PROCESS FROM STUDENT HANDBOOK

Grade Appeal

For each class, the grade is assigned by the teacher and cannot be changed, except by the teacher, unless it is determined that there was a clerical error, mechanical error, fraud, bad faith, incompetency or a material violation of the PCHS grading policy. This determination is made by the Grade Appeal Committee consisting of three (3) members of the PCHS Board of Trustees. Applications to request a review of grade from the previous semester are available in the counseling office or at the PCHS website. The request form deadline is 30 days into the subsequent semester. Decisions made by the Grade Appeal Committee are final.

Grade Appeal Form

https://palihigh.org/pdfs/Request%20for%20Review%20of%20Grade_March_2019.pdf