



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## **PCHS SCHOOLWIDE GRADING POLICY (Proposed Board Vote June 18, 2024)**

At Palisades Charter High School, we are dedicated to creating an environment that enables and encourages every student to excel. Our grading policy is designed to provide a fair, consistent, and comprehensive evaluation of students' mastery of course content, supporting continuous learning and improvement. By implementing this policy, we affirm our commitment to academic excellence and the holistic development of our students for their future roles in society.

The following grade policy shall apply to all courses and teachers. Anything not delineated here will be left to the department and PLC grade policies.

### **Grade Distribution:**

A 100-90  
B 89.99-80  
C 79.99-70  
D 69.99-60  
F 59.99-0

*With the exception of Social Sciences which has its own scale.*

### **Rounding:**

Is determined at the PLC level.

### **Late work and Zero Practices:**

Teachers will accept late work and/or will give partial credit for missing grades. Partial credit (30%+) will be given if late work is not accepted. Specifics will be addressed by teachers in their policies and syllabi.

### **Extra-Credit:**

- Left to the discretion of PLC with the following caveats:
  - Must be content-based.
  - Cannot require money or purchases.

### **Retakes and revisions of assessments**

Will be aligned at the PLC level.

### **Categories and Weighting**

Will vary by PLC and/or department and will be clarified in the syllabi.

The weighting should be designed to have a grade reflect knowledge, skills, and performance.

Categories will be explained in PLC, department policies, and syllabi.

For point-based classes, the points should closely align with department weights.

**Make-up work**

Make-up work timelines must follow the California Education Code, which allows reasonable time for make-up for excused absences and school activities. Reasonable time shall be defined as a minimum of a class period for each missed class period to make-up work for full credit. Alternate assignments or versions may be given.

**All teachers will delineate in their syllabus each category below and they will align with the PLC, department, and schoolwide policies.**

- **Category weights**
- **Rounding**
- **Extra-credit**
- **Retakes**
- **Late and make-up work**

**Other:**

Students must be notified of assignments in class at least one class period before they are due.

**PCHS Grade Change process:**

A teacher wishing to make a grade change will submit a completed and signed Change of Final Mark form, which is available in the Counseling Office and returned to the Registrar who makes the grade change.

In the event of a grade change due to a grade being overturned by the PCHS Board of Trustees Grade Appeal Committee, the Assistant Principal for Guidance and Counseling notifies the teacher of the committee's decision. A Change of Final Mark form is submitted to the Counseling Office for the school Registrar to make the grade change.

In both instances, the Change of Final Mark Form is signed by the teacher and placed in the student's counseling file. The Counseling Office will provide the teacher with a copy of the final transcript following the grade change for verification.