

**RESCIND BOARD REPORT 96-0828-PO7
AND ADOPT A NEW GRADE CHANGE POLICY**

THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:

That the Board rescind Board Report 96-0828-PO7 and adopt a new grade change policy.

PURPOSE: The objectives of this policy are: (1) to establish procedures and reasons by and for which a student's final grade may be changed; and (2) to establish accountability measures to ensure the integrity

POLICY TEXT:

I. Principal's Responsibilities - General

The Principal is responsible for communicating grading requirements and standards to teachers annually.

4. If the principal approves a grade change, the principal must notify the teacher in writing within three school days of the approval and explain the nature and reason(s) for the change. If the

teacher is not in agreement with the principal's change of grade decision, the teacher may appeal by following the procedures in Section VII below;

5. The principal will notify the parents/guardians of the student of the grade change in writing. In the

notification shall occur only upon completion of any appeal filed by the teacher under Section VII below;

VIII. Monitoring

The Office of High Schools and High School Programs shall periodically monitor grade changes that occur in high schools for compliance with this policy. The Office of Elementary Areas and Schools shall

periodically monitor grade changes that occur in elementary schools for compliance with this policy. Failure to abide by this policy may subject employees to the Board's Employee Discipline and Due Process Policy.

LEGAL REFERENCES: 105 ILCS 5/10-20.9a.

Approved for Consideration:

Respectfully Submitted:

Barbara Eason Watkins
Barbara Eason-Watkins
Chief Education Officer

Arne Duncan *AD*
Arne Duncan
Chief Executive Officer

Noted:

Approved as to Legal Form. *adm*