

## GRADUATION REQUIREMENTS (GRHS)

Diplomas will be granted only to students who have completed the requirements for graduation established in the curriculum approved by the Glen Rock Board of Education. Each student must earn a minimum of 130 credits to receive a Glen Rock Middle & High School diploma.

These credits include:

- 20 credits in English
- 15 credits in Social Studies which include:
  - 5 credits World History
  - 5 credits United States History I
  - 5 credits United States History II
- 15 credits in Mathematics
- 18 credits in Science
- 10 credits in a World Language
- 5 credits per year in Health/Physical Education for each year of enrollment
- 10 additional CORE credits from among the following areas: English, Social Studies, Science, Mathematics, World Language, Cooperative Education Program, or a Career & Technical Education Program
- 10 credits in Fine and Performing Arts
- 2.5 credits in Financial Literacy
- 5 credits in 21st Century Skills
- Career Exploration and/or Development will be fulfilled by structured group or individual guidance counseling and/or infused into course activities.
- Satisfactory completion of NJDOE testing requirement
- CPR certification

No credit (full or partial) will be given for a course unless a passing grade of D- or better is achieved.

- NOTE: District graduation requirements may not fulfill all college entrance requirements. It is imperative that students review the specific entrance requirements for all institutions on their application list. NCAA regulations can be found here: .
- NOTE: The student's IEP may include modifications for the administration of any or all standardized tests.
- NOTE: A student MAY NOT take two required English courses simultaneously, nor two required Social Studies courses at the same time unless prior permission has been granted by the Principal and Superintendent.

State Testing – It is the expectation of our school and district that all students will participate in NJSLA and NJGPA testing.

## GRADING SYSTEM

The grading system consists of thirteen letter grades:

A+ A A- B+ B B- C+ C C- D+ D D- F

The following percentage equivalents apply in every department.:

A+ 97 and up	B+ 87 – 89	C+ 77 – 79	D+ 67 – 69	F 59 and below
A 93 – 96	B 83 – 86	C 73 – 76	D 63 – 66	
A- 90 – 92	B- 80 – 82	C- 70 – 72	D- 60 – 62	

For the purpose of computing Grade Point Average (GPA), the following grade point average equivalents shall apply:

A+ 4.3	B+ 3.3	C+ 2.3	D+ 1.3	F 0.0
A 4.0	B 3.0	C 2.0	D 1.0	
A- 3.7	B- 2.7	C- 1.7	D- 0.7	

Full year courses which are “officially” designated as Honors (H) will receive an additional weighting of 0.3 to the final Weighted Grade Point Average. Advanced Placement (AP) courses will receive an additional weighting of 0.5. Tenth grade Level I courses, designated Advanced, receive no additional weighting. Phys. Ed/Health are not included in the GPA calculation. Glen Rock Middle & High School does not report class rank. A valedictorian and salutatorian are chosen based upon their weighted GPA after their first seven semesters of high school.

### **Calculation Scale For Numeric Grade Points To Letter Grades**

A+	4.15 – 4.300
A	3.85 – 4.149
A-	3.50 – 3.849
B+	3.15 – 3.499
B	2.85 – 3.149
B-	2.50 – 2.849
C+	2.15 – 2.499
C	1.85 – 2.149
C-	1.50 – 1.849
D+	1.15 – 1.499
D	0.85 – 1.149
D-	0.50 – 0.849
F	0.00 – 0.499

### **Determination of final grades**

Each quarter grade of a Semester course equals 45% of the grade for the course and the Final Exam equals 10% of the grade for the course, or:  $45\% + 45\% + 10\% = 100\%$  of the final grade.

For Full Year courses, each quarter grade equals 22.5% of the grade for the course and the Final Exam equals 10% of the grade for the course, or:  $22.5\% + 22.5\% + 22.5\% + 10\% = 100\%$  of the final grade. Final grades are calculated based on the letter grades' conversion in accordance with the chart above.

### **Final exam exemptions**

Students enrolled in an AP course who are registered for and sit for the corresponding AP exam in that course are exempt from sitting for the Final Exam in that course. Students who do not sit for the AP exam will be required to sit for the Final Exam in that course.

Seniors who have a projected final grade of an A- in a specific course by June 1 will be exempt from that course's Final Exam. Any Senior who has cut a course is not eligible for exemption from the final exam in that course, regardless of the student's projected final grade.

### **Procedures for questions regarding grades**

A student will request a meeting with the teacher to discuss the grade(s) in question. If the problem is not resolved at this level, the student will request in writing a meeting with the teacher and the department

supervisor. If deemed appropriate, the school counselor and parents/guardians may attend. The department supervisor will mediate the problem. In the event that the question is not resolved at this level, the student may appeal to the principal, or the principal's designees, who will review the situation with all parties involved and render a decision. Questions or challenges must be timely to be relevant; therefore, no question about or challenge to an assigned grade may be made after the end of the marking period following the marking period in which the grade was assigned. Challenges to final grades must be made by September 10 of the following school year.

### **Incompletes**

If a student fails to meet the proficiencies of a course for the marking period (quarter), the student will, regardless of the other grades accrued during the marking period, be assigned a grade of incomplete (I) by the teacher. The student will be given ten (10) school days from the close of the marking period to submit the work or to take the required test(s) and then receive a grade for the marking period. If the student fails to submit the required work within the ten school day period, the grade of F (failure) will be assigned for this work, and it will be averaged with the other grades earned for the marking period.

### **GRIEVANCES**

The Board of Education has established a policy, which recognizes the rights of students, parents, and citizens to grieve educational and/or administrative issues relating to the public schools. Briefly, our grievance procedure follows these steps:

1. Grievant will attempt to resolve any problem with the staff member and their supervisor through a formal conference. If the problem is not resolved, then a formal grievance procedure begins at Step 2.
2. The matter will be reported to the Principal who will take reasonable and prudent steps to resolve the complaint. A conference will be held between the Principal and the grievant.
3. If the problem is not resolved with the Principal, the grievant may request a conference with the Superintendent of Schools.
4. If grievance is still unresolved after a meeting with the Superintendent of Schools, the grievant may request a hearing with the Board of Education. In some cases, it may be necessary to include a meeting with the Affirmative Action Officer. Also, there may be other instances where issues arise, which cannot be resolved at the district level and may include an appeal to the Commissioner of Education.

### **HARASSMENT, INTIMIDATION AND BULLYING**

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Harassment, intimidation, or bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); adoptive parent(s); legal guardian(s); foster parent(s); or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

### **Harassment, Intimidation, and Bullying Definition**

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and