

POLICY

SOMERSET COUNTY BOARD OF EDUCATION

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Subject: Secondary Promotion and Class Ranking	Date Approved: December 18, 1990 January 17, 2006 February 17, 2009 March 18, 2014 Date Revised: July 18, 1995 May 15, 2001 November 29, 2005 December 16, 2008 February 18, 2014 Date Effective: July 18, 1995 July 15, 2001 January 17, 2006 February 17, 2009 March 18, 2014

1. PURPOSE

To establish secondary promotion and class ranking procedures

2. PROCESS

Promotion

- (A) Based on required Carnegie Units/Credits and graduation requirements, the following are the minimum number of cumulative credits for promotion/graduation.

a	Ninth Grade	4 Credits
b	Tenth Grade	9 Credits
c	Eleventh Grade	14 Credits
d	Twelfth Grade	24 Credits

Four high school courses must be completed by the student during the twelfth grade year, unless an exception has been granted in accordance with Somerset County Policy Number 500-25 - Guidelines for Alternate Routes to High School Graduation.

In order to be promoted to the twelfth grade, students must be on schedule to complete all graduation requirements by the normal graduation date of that year.

Class Ranking

- (1) A class ranking list of students proceeding toward graduation will be compiled at each high school.
- (2) Class ranking will be determined on the basis of final and potential credits in grades nine (9) through twelve (12)
- (3) The course grade of “C” or better earned for each Advanced Placement course and each dual enrollment course taught in SCPS buildings by SCPS staff will be weighted with one additional quality point to be computed in the determination of class rank. The computation for Advanced Placement and qualifying dual enrollment course grades shall be as follows:

A =	5 Quality Points
B =	4 Quality Points
C =	3 Quality Points
D =	1 Quality Point
E =	0 Quality Points

- (4) The computation for all course grades in grades 9 through 12, except Advanced Placement Courses shall be as follows:

A =	4 Quality Points
B =	3 Quality Points
C =	2 Quality Points
D =	1 Quality Point
E =	0 Quality Points

Final numerical grades will be converted to quality points, and then multiplied by the number of credits. The total number of points will be divided by the total number of credits to come up with a Grade Point Average.

- (5) College Course Grades - With principal approval and parent responsibility for course matriculation, transportation and associated college fees, a student may enroll in college courses during the senior year. If the course is taught by a SCPS teacher within our buildings, the grade will be included in GPA and will be weighted on the final transcript as indicated above. If the course is taught on the college campus or within our school by a college instructor, it will not count towards GPA.

Determination of whether a college course can substitute for graduation requirements is made through approval of the Dual Enrollment Council prior to student enrollment in the course. Dual enrollment courses that do not substitute for graduation requirements can count for elective credits. College course grades provided to the high school guidance counselor will be recorded on the student's high school transcript.

- (6) Pass/Fail Grades - For courses carrying a pass/fail grade, a grade of "pass" will receive credit toward graduation in a course required for graduation in Somerset County Public Schools. Elective credit toward graduation will be granted for a "pass" grade in a pass/fail course not required for graduation in Somerset County Public Schools. Grades for pass/fail courses will not be computed to numerical grades on the student's grade transcript and will not be included in the computation for class ranking.
- (7) Repeated Courses – Policy 500-20 provides an opportunity for a student who has lost athletic eligibility by failing a subject to retake it in summer school to gain eligibility for the fall. When this occurs, the grades of both subjects (original and retake) will be averaged for GPA/ class rank purposes.
- (8) Selection of Valedictorian and Salutatorian
- (a) The graduating class valedictorian will be the senior student who has maintained the highest grade point average computed for the four years following grade eight. The salutatorian will be the senior student who has maintained the second highest grade point average computed for the four years following grade eight.
 - (b) To be eligible for valedictorian or salutatorian, a student must successfully complete a minimum of twelve (12) CM or AP level courses and have completed the last two years (junior and senior years) in a Somerset County Public high school.
 - (c) Computation of grades for Valedictorian and Salutatorian

See Administrative Procedures
