



**grade\_reporting\_grade\_averaging\_class\_rank\_ga\_tables\_num**



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[Grade Reporting > Maintenance > Tables > Grade Reporting Tables > Num Grade Avg Operator/Value](#)

Any codes set up in the Course Type table must be entered in the Numeric Grade Average Operator/Value table if any courses in the district master schedule use that course type (i.e., the **GA Table** field on [Maintenance > Master Schedule > District Schedule](#) is set to the code). The Numeric Grade Average Operator/Value table specifies adjustments (i.e., weights) that will be applied to the student's grade according to the grade average type code used for the course.

Save

NUM GRADE AVG OPERATOR/VALUE
GRADE AVERAGING TABLE
HONOR ROLL TABLE
RPT CARD COMMENTS
RPT CARD

Delete	Type Code	Operator	Value	Low Grade	High Grade
	D Dual Credit/AP	+ ADD OPERATOR	10	000	100
	H Honors	+ ADD OPERATOR	5	000	100
	P Pre-AP	+ ADD OPERATOR	5	000	100
	R Regular	+ ADD OPERATOR	0	000	100

Rows: 4

+ [Add](#)

Existing data is displayed.

- [The list can be re-sorted.](#)

You can re-sort the grid by clicking on an underlined column heading. It will sort in ascending order. Click it again to sort in descending order.

A triangle next to the column heading indicates the column by which the grid is currently sorted and whether it is sorted in ascending or descending order.

☐ Click **+Add** to add grade conversion data.

A blank row is added to the grid.

<b>Type</b>	Select the code for the type of courses to which the table applies. The codes are established on <a href="#">Maintenance &gt; Tables &gt; Course Type</a> .
<b>Operator</b>	<p>Select the mathematical operation to be applied to the grades in the grade range for the course type.</p> <p><b>NOTE:</b> Per the Office of Civil Rights (Letter to Runkel, 1996), special ed courses cannot be discounted in grade averaging.</p> <p>Per the Letter to Runkel, "...It is permissible for school districts to set eligibility criteria for class ranking of honors, provided it does not "arbitrarily discount" or "exclude grades" received by students with disabilities with the assistance of special education services..."</p> <p>The letter also states that a "school district will have the responsibility to justify the various weights assigned, if challenged."</p>
<b>Value</b>	Type the number by which the grades are to be adjusted according the selected operator.
<b>Low Grade</b>	Type the lowest grade for which the adjustment should be performed.
<b>High Grade</b>	<p>Type the highest grade for which this adjustment should be performed.</p> <p>This field must match the <b>Highest Cycle Grade Allowed</b> field on <a href="#">Maintenance &gt; Tables &gt; Campus Control Options &gt; Ranges &amp; Conversions</a>.</p>

**NOTE:** If a gap exists between grades, and a student has a cycle grade that falls in the gap, the student's grade is calculated at face value. No points are added or subtracted.

#### Examples:

Course Type	Operator	Value	Grade	Calculation	Weighted Grade
Dual Credit	%+ - PERCENT PLUS OPERATOR	10	85	$85 \times .10 = 8.5$ $85 + 8.5$	= 93.5
Modified Coursework	%- - PERCENT MINUS OPERATOR	5	85	$85 \times .05 = 4.25$ $85 - 4.25$	= 80.75

The operator's calculation may produce a decimal place in the weighted grade which is not rounded up or down. The decimal place is used in calculating the student's current year grade point average.

**NOTE:** If no weight will be applied to a course (such as a Regular), the **Operator** must be set to + *ADD OPERATOR*, and **Value** must be 0. These settings will include the course in grade averaging and use the student's grade at face value.

#### Different Weights for Different Grades:

The Numeric Grade Average Operator/Value table allows different grade ranges to have different weights applied within the same course type.

### Example:

Course Type	Operator	Value	Low Grade	High Grade
Honors	%+ - PERCENT PLUS OPERATOR	10	090	100
Honors	%+ - PERCENT PLUS OPERATOR	5	075	089

### Failing Grades:

Failing grades are processed differently in numeric grade averaging than in grade point grade averaging. Numeric grade averaging uses the grade at face value if it falls outside the high or low grade range. In grade point grade averaging, the grade must be listed in the Grade Point Grade Averaging table, with a grade other than zero, to be included in the average.

### Example:

If the **Low Grade** field in the Numeric Grade Average Operator/Value table is set to 070, and the student's grade is 65, the student will not receive the weighted value for the course. Instead, the student's grade of 65 is used in calculating the GPA.

**NOTE:** If **Low Grade For Average** on [Maintenance > Tables > Campus Control Options > H Roll & Gr Avg](#) is 50, and the student's grade is below 50, the grade is adjusted to 50.

### Blank, Incomplete, and No Grade:

Grades that are blank are adjusted to zero in grade averaging calculations, and the course is counted in the student's total number of courses.

Grades that are incomplete (I) and no grade (N/G) are not counted in grade averaging calculations, and the I or N/G will display on the report.

### Running Both Numeric and Grade Point Grade Averaging:

A district can choose to use numeric grade averaging with no weights applied to calculate the student's true numeric average, and then use grade point grade averaging to weight the courses and rank the students. In this case, the Numeric Grade Average Operator table must include all Course Type codes used at each campus entered with **Operator** set to + *ADD OPERATOR*, and **Value** set to 0. Then, the Grade Point tables are used to weight the grades and used to rank the students.

**NOTE:** If you are running both numeric and grade point grade averaging, you must run grade


point grade averaging last. Each time grade averaging is run, the program overwrites the student's existing current year rank.

☐ To edit conversion data, type over the existing data.

☐ Click **Save**.



#### Delete a row.

1. Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You can select multiple rows to be deleted at the same time.

2. Click **Save**. You are prompted to confirm that you want to delete the row. Click **Yes** to continue. Otherwise, click **No**.

You can save edits and delete records in the same step (i.e., the changes are all committed when the record is saved).





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