

How Top Ten Calculations Are Completed

Administrative Regulation 5121 (AR 5121) delineates grading policy for Petaluma City Schools. This portion of AR 5121 explains grade weighting, class ranking and GPA calculation for the Top Ten. The full text for AR 5121 can be found at www.gamutonline.net/district/petalumacity.

Advanced Placement/Honors Courses

The district wishes to encourage students to take advanced placement and honors courses in academic subjects. Because of the extra work involved, the evaluation system shall be weighted to reflect the more rigorous nature of these courses. Extra grade weighting shall not be assigned to a course unless the Superintendent or designee has submitted the course curriculum to the President of the University of California and has received approval. Grades received in those courses will be counted on the following scale:

A	=	5 points
B	=	4 points
C	=	3 points
D	=	1 point
F	=	0

(cf. 6141.5 - Advanced Placement)

Calculating GPA for College Class Work

1. The district supports high school student enrollment in college level classes at accredited institutions to expand options and opportunities for advanced work. High school graduation credit may be awarded for college classes. Three and one-third semester units of high school credit is given for each credit hour earned in college. The student shall receive the same letter grade for the high school credit as is granted by the college. Students must follow district procedures in order for college credits to be included for high school graduation credit.

(cf. Alternative Credits Toward Graduation, 6146.11)

2. A course taken at an accredited college or university may generate a 5.0 grade point when:

a. The course is equivalent to a course transferable to a UC campus and meets a-g requirements. For courses taken at a community college, the IGETC list will be used to determine if the course fits this section (A) of the criteria.

AND

b. 1. The course is equivalent to a PCS weighted course OR

2. The course is at a higher level than courses offered at PCS secondary schools OR

3. The course has English 1A as a co-requisite or prerequisite.

If both of these conditions are not met, the course grade will stay on the 4.0 scale for GPA purposes. See Exhibit 5121 for the list of SRJC classes that fit this criteria. This list will be reviewed and adjusted as PCS or SRJC offerings change.

3. The student must assume responsibility for having the college transcript sent to the high school, and for following all necessary enrollment procedures. Based on information provided by the student, counselors are to inform high school registrars of grades that need additional weight in the transcript.

A committee of counselors and administrators from more than one site will meet as needed to review the initial decision about grade weight for any student who appeals.

For purposes of GPA calculation, a one-semester college class will be treated as a one-semester high school class unless the college class meets a UC/CSU entrance requirement for a year course. If so, two semesters of high school grade credit will be calculated. (note exception under Top Ten Ranking, #9, later in this document.)

Graduation credits awarded for college classes are not altered by this procedure.

(cf. 6161.11 - Alternative Credits toward Graduation)

Honor Roll and Class Ranking

Each school may post an Honor Roll. All courses except Pass/Fail shall be counted in computing eligibility for the Honor Roll. To qualify for the Honor Roll, a student must receive no current grade below a C and have a grade point average of 3.0 better. Student must be enrolled for four or more periods.

The computer Student Information System will be used to report class ranking to parents/guardians and appropriate institutions such as universities and prospective employers.

Academic Ranking of Student for "Top Ten" Purposes

The following procedure will be used by high schools to academically rank the "Top Ten" students for the purpose of selecting students for honors, including valedictorian.

1. Students who have taken course for "pass" will not be considered for Top 10 ranking, unless the course is offered only as a Pass/No Pass option, such as Independent Study PE.
2. Plus (+) and minus (-) grades will not be used.
3. Ranking will be based on grades for 200 units earned through the first semester of the senior year. Students must maintain excellence in the final semester.
4. In determining the 200 units used for calculations, all grades of "B" or lower must be included in the calculation.

5. The rating system will be on a 4-point scale, except for "Honors" courses identified as weighted in the spring course description and Advanced Placement courses, which will be on a 5-point scale.
6. The Top 10 ranking in lower grades will follow the same system as for grade 12, but will be based on 90 units, and 150 units for grades 10 and 11, respectively.
7. IWE grades will be included on the 4-point scale.
8. The Top 10 awards will be hand calculated per this Administrative Regulation, however each student will have a computer system-based (total GPA) ranking on their transcript that is not used for Top 10 determinations. Ranking of students beyond the Top 10 will be done by the computer system. Either actual rank or percentile rank may be used.
9. Grades from classes taken at colleges or universities will be weighted on the 4-point scale unless the class meets weighting rule above. For Top Ten and valedictorian purposes, a one-semester college class is treated as a one-semester high school class.
10. AP classes taken in other accredited high schools will be weighted on the same grade point scale as Petaluma high schools (Effective with the Class of the Year 2000). Honors courses taken in other accredited high schools will be weighted on the same grade point scale if approved by the UC a-g system. Honors courses taken in other accredited high schools which are not designated as Honors or AP level on the UC a-g list will be weighted according to equivalent Honors classes at Petaluma high schools.

Regulation PETALUMA CITY SCHOOLS
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Exhibit 5121

As of May 2006, specific courses from the Santa Rosa Junior College IGETC list have been identified as courses that, when completed, will receive an extra grade point on the high school transcript in Petaluma. The criteria used to create this list are as follows:

1. SRJC courses listed on the IGETC that are equivalent to PCS weighted courses will be weighted, OR
2. SRJC courses listed on the IGETC that are a higher level than courses offered at PCS secondary schools will be weighted, OR
3. SRJC courses listed on the IGETC that require English 1A as a co-requisite or prerequisite will be weighted.

The following list of courses meets the above criteria. The number shown in parenthesis relates to the criteria listed above. Courses are listed in the order in which they appear on the IGETC:

English 1A, Reading and Composition (1)

English 5, Advanced Composition and Critical Thinking (2 & 3)

Philosophy 5, Critical Thinking/Writing (3)

Speech 9, Critical Thinking and Argumentation (3)

Math 1A, Calculus First Course (1)

Math 1B, Calculus Second Course (2)

Math 4, Discrete Mathematics (2)

Math 15, Elementary Statistics with Computer (1)

Math 27, College Algebra and Trigonometry (1)

English 1B, Literature and Composition (2 & 3)

English 2, Introduction to the Novel (2 & 3)

English 3, Introduction to Poetry (2 & 3)

English 7, introduction to the Short Story (2 & 3)

English 22, Ethnic Diversity in American Literature (2 & 3)

English 27, Introduction to Shakespeare (2 & 3)

English 30.1, American Literature: Pre-Colonial Period to the Civil War (2 & 3)

English 30.2, American Literature from 1865 to Present (2 & 3)

English 31, African American Arts and Literature (2 & 3)

English 32, Asian American Literature (2 & 3)

English 33, Chicano/Chicana Arts and Literature (2 & 3)

English 44.1, European Literature from the Ancient through the Renaissance (2 & 3)

English 44.2, European Literature from the 17th C. to the Present (2 & 3)

English 46.1, Survey of English Literature (2 & 3)

English 46.2, Survey of English Literature (2 & 3)

French 3, Intermediate French, Part 1 (1)

French 4, Intermediate French (1)

German 3, Intermediate German, Part 1 (2)

German 4, Intermediate German, Part 2 (2)

Italian 3, Intermediate Italian, Part 1 (2)

Italian 4, Intermediate Italian, Part 2 (2)

Latin 3, Part I (2)

Latin 4, Part II (2)

Spanish 3, Part I (1)

Spanish 4, Part II (1)

Economics 1A, Principles of Economics (1)

Economics 1B, Principles of Economics (2)

History 17.2, History of the United States from 1877 to Present (1)

Political Science 1, Introduction to the United States Government (1)

Psychology 1A, Introduction to Psychology (1)

Psychology 5, Abnormal Psychology (2)

Chemistry 1A, General Chemistry (1 & 2)

Chemistry 1B, General Chemistry (2)

Chemistry 4A, General Chemistry with Quantitative Analysis (2)

Chemistry 4B, General Chemistry with Quantitative Analysis (2)

Chemistry 8, Introduction to Organic Chemistry (2)

Physics 2A, General Physics Lecture (1 & 2)

Physics 2B, General Physics Lecture (2)

Physics 3A, General Physics Lab (1 & 2)

Physics 3B, General Physics Lab (2)

Physics 4A, Physics for Scientists and Engineers (2)

Physics 4B, Physics for Scientists and Engineers (2)

Physics 4C, Physics for Scientists and Engineers (2)

Biology 2A, Fundamentals of Biology (2)

Biology 2B, Fundamentals of Biology (2)

Biology 3, Fundamentals of Biology (Cell and Molecular) (2)

Microbiology 5, General Microbiology (2)

Physiology 1, Human Physiology (2)

It is impossible to anticipate all cases and assorted particularities that might arise in college level courses and grade weighting. It is the intent that the grade weighting policy be fair, uniform, simple, and comprehensive while reinforcing and rewarding students' academic effort without unintentionally encouraging students to complete high school graduation requirements outside high school.