

# CHAVEZ HUIERTA

## K-12 PREPARATORY ACADEMY

<b>Book</b>	CHPA Board Policy Manual
<b>Section</b>	Chapter 3 Academic Affairs
<b>Title</b>	BP 3020 Grade Change
<b>Number</b>	BP 3020 Grade Change
<b>Status</b>	Active
<b>Legal</b>	Chávez/Huerta K-12 Preparatory Academy Board of Directors
<b>Adopted</b>	June 12, 2018
<b>Last Reviewed</b>	June 12, 2018

The teacher shall determine the grade to be awarded to each student based on course work and academic assessment in conjunction with the Chávez/Huerta K-12 Preparatory Academy grading scale.

The determination of the student's grade by the teacher is final in the absence of mistake, fraud, bad faith, or incompetence.

“Mistake” may include, but is not limited to, errors made by an instructor in calculating a student’s grade, and clerical errors.

“Fraud” may include, but is not limited to, inaccurate recording or change of a grade by any person who gains access to grade records without authorization.

The removal or change of a grade from a student's record shall only be done once a reasonable review of the requested grade change has been initiated by the Teacher, Assistant Principal, Principal and/or the Executive Director. The Executive Director shall make the final decision for all grade changes.

**Last Revised** June 5, 2018

