

TITLE: MCS Governance Board Policy I-003: Grade Change

LEGAL REFERENCE:

6.30.10 NMAC	Final Course and Other Student Grade Changes
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PURPOSE:

The McCurdy Charter School (MCS) Governance Board recognizes that the quantity and quality of learning programs are directly dependent on funding provided, and the effective, efficient management of those funds. Further, the Board recognizes the trust placed in it in the distribution of public funds. Prudent fiscal management is essential in overall fund management: it facilitates proper allocation and utilization of available funding to maximize goal and performance achievement.

POSITION:

MCS endorses classroom management and grading practices resulting in final grades that are fair based on the learning rubric and accurate based on the student performance. However, grade changes may be considered for extenuating circumstances, mistakes or clerical errors.


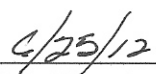
- A. The MCS Director shall establish procedures for implementing this policy, consistent with 6.30.10 NMAC with consideration to:
 - Signed request with articulated reasons
 - Procedural timeline for request submittal, response and determination
 - Equal availability to all students who are similarly situate
 - Strict adherence to FERPA
 - Procedure for grade change and responsibility designation
 - Record management

- B. The MCS Director shall develop evidentiary forms for documenting the process and its conclusions

REVIEW: This policy shall be reviewed in accordance with the MCS Governance Board Policy Review Process.

RESPONSIBLE OFFICE: MCS Policy & Bylaws Committee Chairperson

DATE ADOPTED: 062512

	
Signature	Date Signed
MCS Governance Board Chairperson	

RELATED DOCUMENTS:

REVISIONS:

Date	Modification and why
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MCS KEY WORDS OR RELATIONSHIP: grade change, extenuating circumstance