



Aviation High School

45-30 36th Street
Long Island City, NY 11101
(718) 361-2032
Steven R. Jackson, Principal



SCHOOL-WIDE GRADING POLICY 2020-2021

The following is the school-wide grading policy for Aviation High School. This policy can be found on the school’s website, www.aviationhs.net, and is available at the school upon request. All departments maintain their own department grading policies that comply with the school-wide grading policy below.

This policy is in effect during blended learning and may be updated when schools return to fully live instruction.

I. School-Wide Grading Distribution

a. **Aviation Maintenance Federal Aviation Administration Coursework** – All students participate in Federal Aviation Administration (FAA) aviation maintenance courses. These courses are regulated by the FAA and all courses are required for the acquisition of an Airframe or Powerplant license.

- i. For licensing acquisition the minimum passing grade for all FAA aviation maintenance courses during blended learning is:
 - 1. Overall Coursework: **50%**
 - 2. Final Exams: **50%**
- ii. A student may earn New York State graduation credit with a course grade of 65%. Final grades of 65% **will not** be considered passing for FAA licensing purposes.
- iii. Students who cannot complete required Level III practical work due to the complications related to COVID-19 will receive the following temporary grades on their FAA transcript (not DOE transcript). These grades will be replaced on the FAA transcript with updated grades when Level III practical work and final exams are completed.
 - 1. 65 – All lessons (Level I), demonstrations (Level II) and verbals were completed satisfactorily.
 - 2. 55 – Student is missing Level I, Level II and/or verbals

Aviation Maintenance Federal Aviation Administration Coursework Grade Distribution	
Category	Percent
Lab Projects	50%
Final Exam	50%
Quiz(zes), Homework & Notebook	Not Applicable During Blended Learning

b. **English, Math, Science, Social Studies, Foreign Language, Physical Education, Health and the Arts Coursework:** All courses in the areas listed above will be graded according to the chart below. See the department grading policy for specific details on grading within these parameters.

English, Math, Science, Social Studies, Foreign Language, Physical Education, Health and the Arts Coursework Grade Distribution	
Category	Percent
Assessments	30% – 40%
Tasks	60% – 70%

II. How Students are Graded in Each Course

- a. All students will be graded according to the following areas:
 - i. **Assessments** are work products whose grades are used to compute report card marks, such as:
 1. Cumulative Assignments
 2. Tests and/or Quizzes
 3. Projects
 - ii. **Tasks** are daily activities that reflect student engagement and effort, such as:
 1. Participation in synchronous lessons
 2. Completion of asynchronous assignments
- b. See each department grading policy for specific scale and rubric guidelines.
 - i. For final grades that are awarded towards completion of Federal Aviation Administration (FAA) Airframe or Powerplant licensing see the FAA grading policy guidelines.
 - ii. For students who complete a course of study culminating in a Regents exam, the Regents* exam may not be the only reason a student passes or fails a course, per the NYSED School Administrator's Manual.
 - iii. Regents* exam scores may be weighted into a course's final grade. Regents* scores may be included in the calculation of a final course grade only if the score is:
 1. Weighted no more than 33 percent of the terminal course leading to the exam; and
 2. Calculated into the course grade as a component of the weighted average.
 - iv. See specific department grading policies for accepted weights.
- c. Final grades are calculated by each teacher according to department grading policies.
 - i. Final grades are shown on reports cards as the sixth marking period **and** the final grade. A separate sixth marking period grade is **not** shown on the student's report card.
- d. All students who fail a course will receive at least two DOE approved course comment codes on each report card.

III. Timeline of Grades Distribution and Grade Changes

- a. Students and parents will receive course grades six times a year one week after the marking period ends.
 - i. Each marking period is approximately 27 to 30 days in length (except for marking period one).
 - ii. Marking period deadlines and report card distribution dates can be found on the [school calendar](#).
 - iii. The sixth marking period is the final grade for the course and appears on a student's transcript as the overall grade for the course.
 1. Only final grades appear on student transcripts and permanent records.

- b. Final student grades may only be changed according to Department of Education's (DOE) High School Academic Policy.
 - i. For courses that terminate in January, teachers may change a student's final grade for up to 20 days after the end of the term using Skedula.
 - ii. For courses ending in June, teacher may change a student's final grade up until the last day of school, before the summer break.
 - iii. Beyond those time periods, teachers must use the DOE's Transcript Update Form to change a final grade and must provide the necessary supporting documentation.

IV. Scale of Marks Awarded

- a. Due to the short duration of the **first marking period**, the following grades will be used for the first marking period only. They will be:
 - i. E = Excellent: Student has logged on every day/attended school and participated in all activities/lessons and excellent grades on assessments and tasks. (Equivalent of a numerical grade of a 90 or greater.)
 - ii. S = Satisfactory: Student has logged on most days/attended school most days, but is behind on assignments and satisfactory grades on assessments and tasks. (Equivalent of a numerical grade of a 75 to 89.)
 - iii. N = Needs Improvement: Student has not logged on more than once or twice a week/attends school sporadically and has poor marks on assessments and tasks. (Equivalent of a numerical grade of a 65 to 74.)
 - iv. U = Unsatisfactory: Student has never logged on or attended class and has failed all assessments and tasks. Please contact your child's counselor if they receive a grade of "U". (Equivalent of a numerical grade of less than 65.)
- b. **Second Marking Period through Sixth Marking Period Grade Information**
 - i. Second through sixth marking period grades will be awarded on a 45 to 100 scale for all courses except science labs with are awarded a grade of A, B, C, D, or F.
 - ii. All grades in the range from 65 to 100, and letter grades of A, B, C and D for science labs, are passing grades that indicate that a credit(s) was earned for the course.
 - iii. The lowest grade a student may earn is a 45.
- c. Special Marks – The following grades may only be awarded in extreme circumstances.
 - i. NX – Incomplete. This special mark is only used for special circumstances such as absence due to medical necessity, death in the family, etc.
 - ii. NL – Recent Admit

- iii. NS – No Show Student. This special mark equates to a grade of 45 for ranking and Grade Point Average (GPA) purposes.
- iv. NC – No Credit. This special mark is for students who are only auditing a course and therefore no credit is given.

V. Grade Point Average (GPA) and Class Ranking

- a. All report cards are printed using a weighted average developed by the NYCDOE Student Transcript and Record System (STARS) The **weighted average** is calculated using the following rules:
 - i. Only course marks from courses labeled "GRADE AVERAGED" in STARS are used in the calculations.
 - ii. Credit values are used in the calculations.
 - iii. The grade average factor (GAF) is used in the calculations.
 - iv. Each mark is multiplied by the GAF and the credit value. The sum of each product is calculated, and divided by the sum of credit values.
- b. Finalized class ranking is computed in the fall semester of the students' senior year. All courses completed by the end of the summer after junior year are included in the final cumulative average that determines class rank.
- c. The cumulative average is computed using the Weighted Average as discussed above.

VI. Implementation of Grading Policy

- a. Each department maintains their own grading policies that comply with the guidelines listed within this schoolwide grading policy.
 - i. Department grading policies are distributed during the start of each school year and can be found on the department section of the [school's website](#).
 - 1. Department grading policies may be grade level or subject area specific.
- b. Opportunities to discuss student progress with families:
 - i. Students and parents can schedule appointments with teachers, guidance counselors and assistant principals to review course grade progress.
 - ii. Students and parents can review course report card grades and transcripts online using the [PupilPath](#) system.
 - iii. Parents are invited to Parent-Teacher Conferences in the Fall and Spring to review student course progress.
- c. The school's grading policy will be reviewed each year and updated as needed.
- d. All previous grading policies and teacher gradebooks are stored for two years in each department.
- e. All Regents* exams will be stored for one year after the date of administration date.

*Regents exam information is subject to change during this time period of COVID-19.