The purpose of this policy is to describe the process used by the District to calculate a student’s weighted numerical grade average and to determine the weighted academic class rank.

### Class Rank Calculation

Class rank shall only be determined for the top ten percent of each class. Class rank shall not be recorded on student transcripts.

The District shall provide to each student in the top ten percent a certificate of class rank containing the student’s specific numerical rank out of the specific total class size.

### Weighted Grade System Categories

The District shall categorize and weight courses in accordance with the provisions of this policy. All courses that are state approved and may be used for graduation shall be assigned difficulty levels and corresponding course grade multipliers. The levels of courses shall be Non-Weighted regular, Level One weighting Pre-Advanced Placement (Pre-AP) and Level Two weighting Advanced Placement (AP).

<table>
<thead>
<tr>
<th>Course Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Weighted Regular Courses</td>
<td>All courses Regular courses shall provide a challenging curriculum based on the Texas Essential Knowledge and Skills (TEKS).</td>
</tr>
<tr>
<td>Level One Weighting Pre-AP Courses</td>
<td>Courses receiving Level One weighting shall include Pre-Advanced Placement (Pre-AP) courses, designated Career and Technical (CTE) courses, and other courses as designated by the Board of Trustees. Weighted courses will be identified in the high school course catalog.</td>
</tr>
</tbody>
</table>

Pre-AP courses extend and enrich the TEKS. They shall be academically rigorous courses that provide the skills and strategies students need to succeed in future AP courses.

**Level One weighted CTE courses have unique expectations, responsibilities and outcomes beyond the classroom.**
Other courses vetted and approved through campus and District processes (including approval by the Board of Trustees) may receive Level One weighting.

Courses receiving Level Two weighting shall include Advanced Placement (AP) courses, Post-AP courses, and other courses as designated by the Board of Trustees. Weighted courses will be identified in the high school course catalog.

AP courses provide a college-level curriculum and are nationally recognized for their advanced level of curriculum. Students may earn college credit for these courses. Eligible courses that exceed AP courses shall also be included at this level.

Post-AP courses have rigorous content standards that are being taught at or above the level of rigor of AP courses. These courses are sequenced to follow traditional AP courses and are also taught at a college level of rigor.

Other courses vetted and approved through campus and District processes (including approval by the Board of Trustees) may receive Level Two weighting.

The District shall assign weights to semester grades and shall calculate a weighted numerical grade average in accordance with the following scale:

<table>
<thead>
<tr>
<th>Category</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Weighted Regular</td>
<td>Multiplied by 1.0</td>
</tr>
<tr>
<td>Level One Weighting Pre-AP</td>
<td>Multiplied by 1.1</td>
</tr>
<tr>
<td>Level Two Weighting AP</td>
<td>Multiplied by 1.2</td>
</tr>
</tbody>
</table>

CLASS OF 2022 AND BEYOND

Beginning with students who enter grade 9 in the 2018-19 school year, the following scale shall be used to calculate a weighted numerical grade average:

<table>
<thead>
<tr>
<th>Category</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Weighted</td>
<td>Grade Earned</td>
</tr>
</tbody>
</table>
The District shall record unweighted numerical grades on student transcripts.

All multiple period classes, both regular and special education, shall be counted only once in computing weighted numerical grade average and class rank. The weighted numerical grade averages for all eligible courses shall be totaled and divided by the number of courses taken. The weighted numerical grade average shall be rounded to two decimal places.

The District shall include a student’s final grade, including scores from end-of-course (EOC) assessments, on his or her transcript, but the EOC score shall not be included in the calculations of weighted numerical grade averages and the top ten percent for purposes of class rank.

EXCLUDED COURSES
The following courses shall be excluded when calculating the weighted numerical grade average:

1. Traditional correspondence courses;
2. Out-of-District online courses;
3. In-District online credit recovery courses;
4. Summer school courses;
5. Credit by examination;
6. College and/or dual credit courses except those taken through the District; and
7. High school courses taken in middle school.

Failing Grades
When a student fails a course for the semester and subsequently repeats the course and earns a passing grade, both numerical grade averages shall be recorded on the transcript and used in the calculation of the overall grade average.

Transfer Students
A student’s transferred grade shall have the District’s course grade multiplier applied to the semester average if the transcript provides appropriate documentation to determine the level of the course and the District offers a parallel course to current prospective graduates.
Weighted academic class rank shall be determined by the cumulative weighted numerical grade average of all final semester grades (except the end of the spring semester of the senior year) earned in specified high school courses delineated in this policy.

Weighted academic class rank shall be used to determine valedictorian, salutatorian, and the exact top ten percent of the class as reported to state universities.

Weighted academic class rank shall be determined at the following discrete times:

1. The end of the fall semester of the sophomore year,
2. The end of the spring semester of the sophomore year,
3. The end of the fall semester of the junior year,
4. The end of the spring semester of the junior year,
5. The end of the fall semester of the senior year, and
6. The end of the fifth six weeks of the senior year.

After each calculation period, students in the top ten percent shall be told their exact class rank. The lowest weighted numerical grade average of students currently in the top ten percent of the class shall be communicated to all students in the class after each calculation period.

The valedictorian and the salutatorian shall be the two students with the highest weighted numerical grade average who also meet the following qualifications:

1. Attendance at Westlake High School for four entire, consecutive, regular semesters prior to graduation.
2. Graduation in no more than or no fewer than four years.

In case of a tie for valedictorian, the student with the highest weighted numerical grade average of all AP courses taken shall be the valedictorian.
In accordance with Education Code section 54.301, the governing board of each institution of higher education may issue scholarships each year to the highest ranking graduate of each accredited high school of this state, exempting the graduates from the payment of tuition during both semesters of the first regular session immediately following their graduation.

Beginning with students who enter grade 9 in the 2018-19 school year, when more than one student qualifies for the highest ranking graduate, the District shall apply the following methods, in this order, to determine this recognition.

1. All students qualifying for valedictorian honors who plan to attend an in-State (Texas) college or university.

2. Compute the weighted numerical grade average of AP courses taken by each student involved in the tie; the student with the highest weighted numerical grade average of AP courses shall be awarded the honor graduate certificate.

3. Count the number of AP courses taken by each student involved in the tie; the student with the greatest number of courses shall be awarded the honor graduate certificate.

4. SAT scores taken by each student during his or her high school career.

5. The number of District courses completed by each student during his or her high school career shall be awarded the honor graduate certificate.

To be eligible to graduate early, a student shall complete all coursework and exit-level testing required of the grade 9 class in which he or she begins high school.

Early graduates shall be eligible for honors recognition other than valedictorian and salutatorian.

The top ten percent of the graduating class based on the weighted academic class rank shall be recognized as honor graduates. The method of recognition for honors shall be determined by the high school administration. Criteria for honors recognition shall be published in the high school course catalog.

Beginning with students in the graduating class of 2018, graduation honors shall include the following:

- Valedictorian
- Salutatorian
- Top Ten Graduates
- Top Ten Percent
- Summa Cum Laude
- Magna Cum Laude
- Cum Laude

Summa cum laude, magna cum laude, and cum laude honors shall be based on achieving the required weighted numerical grade average threshold, as periodically determined by the high school administration.