

## Grade Indexing at Pulaski High School

### The Purpose:

Because we are continually striving for excellence as a school, we want to encourage students to take courses that challenge them academically. To accomplish this we are going to add a fixed amount to the cumulative grade point average of students who take certain challenging courses.

### The Process

- The indexing of a student's grade point average (g.p.a.) involves adding .025 to the student's cumulative g.p.a. for each semester a student is enrolled in an identified class.
  - For example:
    - A student enrolled in AP Chemistry for both semesters would have .05 (.025 for each semester) added to their cumulative g.p.a.
- The following courses will be indexed:
  - All Advanced Placement (AP) Courses:
    - AP European History, AP US History, AP Psychology, AP United States Government & Politics, AP Human Geography, AP Statistics, AP Calculus AB, AP Calculus BC, AP Physics 1, AP Physics 2, AP Biology, AP Chemistry, AP Environmental Science, AP French V and AP Music Theory
  - All College Credit Courses:
    - St. Norbert College Credit English
    - St. Norbert College Credit Calculus 1
    - St. Norbert College Credit Calculus 2
    - UWGB College Credit Spanish V
  - Selected Project Lead The Way (PLTW) Courses:
    - Introduction to Engineering Design, Principles of Engineering, Computer Science Principles, and Civil Engineering & Architecture
  - Selected Transcribed Courses:
    - General Anatomy & Physiology
  - Certain Early College Credit Program (ECCP) courses may be indexed if approved in advance through the external course work request process. **No part-time open enrollment provision student may course index.**
    - Guiding principles for external indexed credit:
      - No articulated credit will receive indexed grading outside of selected transcribed courses noted above.
      - The indexed course must generate a transcript at an institution of higher learning which can be transferred to a 4-year university. (UW-System schools only) or would need to receive credits through the AP process (or a comparable process) that are transferable to a UW-System.
      - A summative assessment from a higher education institution is important. The assessment must come from the school or a nationally recognized organization in line with credits granted at that higher ed institution.

- Courses enrolled in and completed from other institutions outside of the traditional schedule should follow the external course approval form and be approved by both the department head and principal. This approval may allow for indexing of the external coursework.
- ***In order to earn index points, the student must complete the course and any tests associated with the course including advanced placement tests.***
- Independent study courses may be available for courses that are not offered during a particular term at PHS.
  - If schedule conflicts arise, conflicts will be resolved in the same manner that other scheduling conflicts are resolved between students and teachers. Students must enroll in the course and be able to participate in the course for a minimum number of MODS per week as identified by the teacher. All students will be held to the same expectations as outlined in the course syllabus and communicated by the instructor. This arrangement is in lieu of an independent study course, but students with conflicting schedules would assume more of the coursework, outlined in the syllabus, in an independent manner.
  - **Guidelines for Grade Indexing of Alternative Format Courses (independent study, etc.)**
    - Indexed grading applies to alternative format courses meeting the following descriptions and criteria.
      - The student must have originally enrolled in the proposed course during initial course selection.
      - Students can enroll in up to 1 credit of Independent Study / Alternative Format course per school year within the 8 credits students may take per school year for indexed grade points.
      - To earn index grade points, students will score at least a 3 on the AP exam for AP courses or will pass the final assessment required by the institution of higher education such that credit would be granted at that institution for College Credit classes.
    - **Independent Study Request / Approval form changes**
      - Pulaski High School cannot guarantee that an Independent Study course will be an option in all situations. All of the following items are contingent upon the instructor agreeing to enter into an Independent Study agreement with the student. There is no requirement that teachers do so. Please keep in mind that Independent Study courses are in addition to a full teaching load and duty schedule and will be evaluated on an individual basis.
        - In the event that a student cannot access the requested index grade courses, due to the course not being offered, alternative course options may be considered including independent study or online formats.
          - Independent Study courses can be taken with indexed grade points or without.
          - The course must be listed as a PHS course approved for indexed grade points in the current course description book and require the same assessment protocols as the other courses approved for PHS indexed grading.
          - To be eligible for grade index points, the Independent Study must use the same syllabus / course outline / curriculum as is used in the PHS Course with modifications made only to items unable to be completed independently while maintaining fidelity to the course through AP Audit or requirements of the Institution of Higher Education (IHE) granting credit for the course.
          - The PHS instructor of the independent study course has previously taught or been trained to teach the independent study course proposed for indexed grade points and maintains current certification from the credit granting IHE or is currently approved and listed in the College Board's AP Course Ledger.

- Independent Study courses must be graded with letter grades in order to be eligible for grade index points.
- Implement independent study request / approval effective for the class of 2020.

**Notes:**

- The students who take the most indexed courses can rise in indexed ranking above those who take a less challenging slate of courses.
- Please understand that most colleges decompose weighted GPA's during the admissions process utilizing their own individual gauges for a student's true rigor and breadth of courses that were taken at the high school level in order to then match the college admission protocol for that individual college.
- Only grades earned during a student's high school career will be used in indexing.
- A non-indexed/indexed grade point average and class rank will be available upon request after meeting with a counselor or the student services secretary.