

IHAA-R Final Examinations

7/15/21

RATIONALE/OBJECTIVE:

Accurate assessment of the competency development of students involved in the instructional program is considered a prime responsibility of professional personnel of the Cobb County School District (District). District teachers of high school courses are responsible for accurately assessing the developing student competency in each course of study that they teach and for complying with the high school course requirements established by the Georgia Board of Education.

RULE:**A. ASSESSMENTS:**

The assessments administered in high school courses should fulfill the following criteria:

1. All courses should have periodic assessments throughout the grading period.
2. All courses should have a final assessment each semester that covers Cobb standards and objectives for the course of study as established by the District.
3. Some core courses specified by the Georgia Board of Education (in accordance with O.C.G.A §§ 20-2-240 and 20-2-281) shall use the appropriate end-of-course state-adopted assessment as the final exam in the course. Individual scores will be provided on each end-of-course state-adopted assessment taken. Student scores must be recorded on, in, or with the individual student report card.
4. A student's numeric score on the appropriate end-of-course state-adopted assessment (which replaces any other final exam in the course) shall count as part of the student's final numeric grade in the course assessed by the appropriate end-of-course state-adopted assessment.
5. All high school courses not possessing an end-of-course state-adopted assessment shall have a final assessment which shall count 10% of the student's final grade, subject to the following considerations:
 - a. **Special Education:**
Students being served through special education programs shall be involved in final examinations as specified in their individualized educational plan (IEP). Such students who are involved in a general course of study shall be expected to take final examinations but may receive prescribed support, accommodations, and/or assistance as required by the IEP.
 - b. **English for Speakers of Other Languages:**
Students identified for ESOL (English for Speaker of Other Languages) programs may be granted testing accommodations based on the written recommendations of the ESOL teacher and the content teacher.

B. PROCEDURES:

The following procedures shall be observed with regard to the administration of high school course final examinations:

1. Transfer Students:

Students who transfer into the District during the semester with more than two weeks remaining in that semester may elect to audit or complete a course for credit. Those pursuing credit for the course shall be expected to take a final examination covering the course objectives for the semester (in accordance with District Administrative Rule IHA-R [Grading Systems]). Students transferring with two weeks or less remaining in the semester will be assigned the grade sent from their previous school.

2. **Comprehensiveness:**
It shall be the responsibility of the principal or their designee to develop and implement a system to ensure that final examinations given in each course of study are comprehensively assessing Georgia and District standards approved for each course.
3. **Notification:**
Students should be advised within the first five (5) days of the semester concerning the percentage of the total grade that the final examination will involve.
4. **Access:**
Provisions should be made by each school to assure that students/parents/guardians have access to final examinations for at least eleven (11) work days after the distribution of report cards at the end of each semester in case they wish to raise questions concerning their final grade. This can be accomplished by:
 1. Returning final examination papers to students;
 2. Each teacher maintaining final examination papers for their students; or
 3. Administration maintaining a central school file of final examination papers.
5. **Incentives:**
The principal or designee is authorized to develop student attendance incentive plans that they deem effective for their schools involving exemptions from final examinations for students. The designated assistant superintendent will coordinate the approval process for attendance incentive plans which include final examination exemptions.
6. **Other Considerations:**
The Superintendent and/or designee is authorized to establish other procedures as needed to assure fairness in the administration of this Rule.

Adopted: 8/11/82
 Revised: 4/28/83; 8/8/84; 7/10/86; 7/10/91; 7/28/94
 Reclassified an Administrative Rule: 9/1/04
 Revised: 8/13/08
 Revised and re-coded: 9/27/12 (Previously coded as Administrative Rule IKAA)
 Revised: 7/3/14
 Waiver: 9/10/14 (Portions of Section A waived for the 2014-2015 school year)
 Revised: 7/1/15; 2/11/19; 7/15/21

Legal Reference
 O.C.G.A. 20-2-240 Powers and Duties of State Board of Education
 O.C.G.A. 20-2-281 Student Assessment Program
 Rule 160-4-2-.13 Statewide Passing Score