TO: Technology Services/Secondary Principals & Counselors

FROM: Gregory C. Hutchings Jr., Ed.D.
Superintendent of Schools

TOPIC: Class Rank Percentile Ratings

PURPOSE:

• To clarify class rank percentile ratings as outlined in Regulation IKC-R.

BACKGROUND:

• Regulation IKC-R Section VII.D. provides that:
  “Beginning with students entering 9th grade in school year 2016-2017, students will be provided with a percentile rating on their transcript reflecting their GPA in relation to the graduating class.”

PROCEDURE:

1. Class rank “percentile ratings” will be published as decile bands reflecting the student’s GPA in relation to the student’s graduating class.
2. The top 30 percent of decile bands will be printed on transcripts (i.e., top 10%, 20% and 30%).
3. Percentile ratings will be calculated once per year at the end of the student’s junior and senior years.

• Your cooperation and assistance communicating this information are appreciated.

FOR ADDITIONAL INFORMATION CONTACT:

Dr. Elizabeth Hoover, Chief Technology Officer, 703-619-8111
Dr. Gerald R. Mann, Jr. Executive Director of Secondary Instruction, 703-619-8308