



San Elizario ISD
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MEMORANDUM

To: Members of the Board of Trustees
From: Sandra Sanchez, CTE Administrator
Subject: Dual Credit Grade Level Conversion Chart
Date: September 8, 2026

HISTORY: San Elizario Early College High School (SEECHS) was established in 2021 through a partnership between San Elizario ISD and El Paso Community College (EPCC) in accordance with Texas Education Agency (TEA) Early College High School requirements. Under the Memorandum of Understanding (MOU), San Elizario ISD is responsible for converting and transcribing final EPCC grades to the district's high school transcript.

EPCC uses a letter grading scale (A–F) and San Elizario ISD uses a numerical grading scale, Board approval of a standardized grade conversion scale is necessary to ensure consistent and equitable application for all Early College High School students and dual credit students. The same approved conversion scale will also apply to future grades with Sul Ross State University (SRSU) and the University of Texas at El Paso (UTEP), providing consistency across all dual credit partnerships.

RATIONALE: Approval of a standardized grade conversion scale is necessary to ensure the consistent and equitable transcription of college/university grades to San Elizario ISD transcripts for Early College and dual credit students. A Board-approved conversion scale will provide a uniform method for calculating GPA, class rank, graduation requirements, and academic honors while ensuring consistency and maintaining compliance with the EPCC MOU and future dual credit partnerships.

BUDGET IMPACT: There is no budget impact associated with this item.

ADMINISTRATIVE RECOMMENDATION: Administration recommends Board approval of the proposed standardized grade conversion scale for use in transcribing college/university grades to San Elizario ISD transcripts as presented.

For Approval ☒ Yes ☐ No

If not, please check one: ☐ Presentation ☐ Report ☐ Information

Please check if applicable: ☒ Attachment Included

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.