

# RETAKE REQUIREMENTS

Summative Assessments(tests) will be given at the end of each unit. For some tests students will have the opportunity to show increased learning.

- A. If test is retaken within 2 weeks of being returned(the deadline), the max understanding Level is an "N", as full proficiency must occur by the original test date. After the deadline, max level is "R"
- B. All Retake work must be completed **1** month prior to the end of the semester(Dec 1st or May 1st)
- C. If the level on the test is between two levels (like "R/N"), by completing thorough corrections, a student can move this the higher of the 2 levels.

Requirements to retake a target--Options **a** or **b** above.

1. Corrections to the quizzes and Tests from the Unit complete:
    - a. Each incorrect test problem redone on another sheet.
    - b. Explanation of what to do next time(what you learned)
    - c. Completed a similar problem for each incorrect one
  2. The review packets & hwk for the target must be completed.
  3. Any **T**s (Tutoring needed) **REQUIRE** a Lit Center (where a teacher signs off that you are competent to retake the target) or session with the teacher.
  4. At least **2** days before the student will email the teacher, **COMMITTING TO A SPECIFIC DATE AND PERIOD** to visit Mr. Newman to do the retake.
- After the requirements above are completed, see Mr. Newman at the time that you committed & retake it(before, any period, or after school).
    - Where to go for the retake? (For any problems call 847 626-2754)
  - Your new level of understanding will replace the previous one, even if it is lower.
  - A completed student Project or aural conference to demonstrate some proficiency may be possible in attempting to raise the target level to an "R".
  - *Thorough* Corrections Requirements:
    - Each incorrect test problem redone on another sheet.
    - Explanation of what to do next time(what you learned)
    - **Completion of 3 similar problems for each one wrong**
    - The review packets & hwk for the target must be completed.
  - Geo Targets & Precalc Targets

- Retake req's in a nutshell:

For each problem that you got wrong in a target, show the following to teacher 2 days prior to your retake:

- 1. Redo the problem that you got wrong,
- 2. Explain error or what you learned,
- 3. Do a similar problem
- 4. Show that you have the unit review packet for that target completed
- 5. If you got a T, come in to Lit Center visit for tutoring