

## Woodrow Wilson Middle School

718 East 28<sup>th</sup> Street

Erie, Pennsylvania 16504 Phone: 814-874-6600 FAX: 814-874-6607

**Principal**Donald Orlando

Assistant Principals
Jeffrey Brzezinski
Chandra Collins

## Test/Quiz Retest Policy

## Rationale

This policy has been developed to benefit all students in achieving proficiency/mastery in all curricular areas.

## Policy and Procedure

- 1. A student must have received lower than an 80% to retake a test/quiz.
  - A student who desires to retake a test/quiz must make arrangements to do so with the teacher.
- 2. Retest must be completed within 2 weeks after original test date.
  - > Teacher will designate the date(s) for special help and test/quiz retake.
  - A minimum of one (1) study session and/or teacher designed review activity must be completed.
- 3. Retest will be scheduled during Related Arts.
  - ➤ The student will take the test, during a related-arts period, with a school-wide specialist.
- 4. The highest score a student can receive is a "B," or the higher of the two scores, on a retest.
- 5. The student will complete a self-reflection form after taking the retest.