

Second Chance Learning- Request to Reassess Form: CHS Mathematics Department (as of 1/29/19)

Guidelines:

- Students may redo one quiz or one test per marking period with the exception of the quarterlies/unit exams which cannot be re-done.
- Students must have completed a minimum of 75% of homework, classwork, and review materials, with appropriate work, for the specific content in order to be eligible for the retake on that content.
- Students must have made a good-faith effort to complete the original assessment, which includes timely and thoughtful completion of work and appropriate use of class time and resources, to be eligible for the retake.
- Student's grade will be the calculated average of the original assessment and the reassessment.
- No SCL opportunities will be allowed within the last 5 school days of a marking period, regardless of when a quiz or test is scheduled to be administered. **Last assessment of the marking period may not be eligible for SCL.**
- Students who do not show up for a scheduled SCL will forfeit their SCL for this marking period.

Procedure:

- Complete this form by the deadline stated and submit to the teacher.
- If necessary, make an appointment to meet with your teacher to discuss the original assessment and strategies you will use to improve your understanding.
- Upon approval of request, schedule a time with the teacher to take the reassessment.
- Complete evidence of remediation and then reassessment.

Student Information: (Fill in completely)

- Name _____ Date: _____
- Teacher: _____ Course/ Class Period: _____
- Assessment to Retake: _____
 - Score on original assessment: _____
- Deadline to Complete the Second Chance Learning Opportunity: _____ (Students have up to **2 letter days** after the student is notified of the grade to schedule the retake assessment. **Notification to the teacher must be by 3:00PM on the second letter day.**)

Reflection:

- Please outline below what steps you utilized to prepare for the original assessment. Why were you not successful on the original assessment? Provide specific evidence as needed.
- What are the specific concepts that need to be mastered from the original assessment?
- List strategies that will be employed to improve your preparation for future assessments.

Status of Second Chance Learning Opportunity: Approved Denied Reason: _____

Deadlines: _____

If Request for a Second Chance Learning Opportunity is Approved, the following needs to be completed and turned in when you take your reassessment. If the following is not completed, reassessment can be denied.

Select, **at least 3**, from the following list of possible ways to show evidence that you have remediated your understanding of material that you request to be reassessed on. All Written work completed for remediation must be handed in when you arrive for reassessment.

_____ Redoing homework (and showing old homework along with the new)

_____ Arranging an extra help session with your teacher & coming prepared with concerns (Teacher Initials & Date: _____). This option is recommended for students who earned below a 70% on the original assessment.

_____ Watching supplemental videos on the topics you needed to work on. Great resource is Khan Academy. **List** videos watched (websites) as well as **notes(handed in)** from each video:

_____ Extra help session with additional person other than teacher.

- Person's Initials & Date:
- What topics did you work on with this person? What problems did you complete? Please attach the work.

_____ Complete revisions of the original assessment on a separate sheet of paper. All **work** needs to be shown for the assessment that you want to retake.

_____ A one to one correlation of the assessment questions with classwork/homework/worksheet practice questions. Make that connection – that your practice exercises are directly connected to what you are assessed on. If you can't find an exact match – find a question that is similar. Work for the questions found needs to be attached.

_____ Notes taken from textbook and examples worked out – or note cards created of important concepts with examples for the topic included on the note cards.

_____ Another, teacher approved, means of remediation not previously listed:

Signatures:(Must be filled in in order to take reassessment)

Printed Student Name: _____

Student Signature: _____

Printed Parent/Guardian Name: _____

Parent/Guardian Signature: _____