

Make-up work is allowed for students with any type of an absence. However, grades earned may be subject to a reduction due to unexcused absences/truancies. The classroom teacher will provide the student or the parent/guardian who requests make-up work with the information necessary to complete the make-up work, which may include:

- A list of pages covered during the absence
- Information about assignments or special projects
- A copy of all handout materials given during the absence

In ~~grades 6-12-grade~~, the principal or designee may require that the student be absent up to three days before assignments are sent home.

A student will be allowed two (2) days for each day of absence to make up new material. It is recommended that make up work be completed with six (6) school days from the date of return after the absence unless exceptions are made by the principal/designee.

Except in extenuating circumstances, assignments or tests that were announced prior to the student's absence are due on the day that the student returns to school. The Board grants authority to teachers to make exceptions to this policy in cases of term papers, labs, videos, group assignments, or long range projects as long as students are informed of the different requirements at the beginning of the assignment.

~~The Board does not allow S~~students are not allowed to take final exams early except when approved by the teacher. ~~principal or designee~~.

Reassessments

Reassessments may be given at the discretion of the teacher as long as all students are given the same opportunities. Reassessments should not be identical to previous assessment.

~~Students shall be permitted to reassess or revise any assessment/assignment in which she/he has not demonstrated competency, with the exception of an EOC, within 5 school days that the grade was received, or no later than 10 days of the date of the test/assignment. The higher score earned on either test/assignment will be recorded in the grade book and the lower score removed (not averaged). In addition, teachers are encouraged to let students utilize retakes and revisions to improve letter grades.~~

Late Work

Students shall be permitted to turn in late work, as allowed above, up to onetwo weeks prior to the end of the semesterquarter (unless extensions are made by the principal/designee) as the purpose of the homework is to reflect student learning. Dual-credit courses will follow the late work policies outlined by the college or university. Dual credit courses will follow the This policy is meant to stress the importance of turning in work in a timely manner while simultaneously providing students the

opportunity to learn at a different rate.



ADOPTED:

AMENDED: