

SEMESTER EXAM SCHEDULES
MANNION MIDDLE SCHOOL
FALL, 2019

Date	Period	Times
Wednesday December 18th	1	8:00 – 9:45
	2	9:55 – 11:40

Thursday December 19th	3	8:00 – 9:45
	4	9:55 – 11:40

Friday December 20th	5	8:00 – 9:45
	6	9:55 – 11:40

Semester Examinations in Secondary Schools (5121)

- A. Evaluation of material taught is an integral function of the teaching/learning process. This is to be accomplished at the completion of each unit of work as well as at the end of each reporting period. It is expected that a final exam will be administered at the end of each semester in all classes. This semester exam will count for 10% of the semester grade and shall be a comprehensive test of the material covered during the semester.
- B. In order to place proper emphasis on semester examinations, schools are not to schedule any extracurricular activity during the designated examination week. Extracurricular activities may resume at the end of the students' day on the last day of the designated examination week.
- C. The District will identify examination days. Each secondary school is to follow this schedule.

Semester Testing Guidelines and Requirements

To ensure that an appropriate educational environment is maintained during the end-of-semester testing, it is imperative that each principal takes appropriate action to ensure that the following testing guidelines and requirements are implemented.

- 1. The teaching day will be a 7-hour and 11-minute instructional day. Teachers will receive a duty-free lunch period and then provide a student make-up period for the remainder of the day following the minimum-day test schedule.
- 2. Arrangements must be made with cafeteria managers regarding serving food on minimum-day test schedules.
- 3. When minimum-day test schedules are implemented, principals must communicate to feeder schools and, if necessary, provide security assistance to the schools.