

Dear Parents of 7th-12th grade DB-TC students,

The teachers and I congratulate all of the students who worked hard toward excellent attendance and good grades this trimester! This year, as published in the student handbook, in order to improve high school and middle school attendance, we are offering an exam exemption incentive for all students with zero unexcused absences, three or fewer excused absences, and two or fewer tardies, *and* a B or better marking period grade in the class. Many students worked to meet this goal! We had to wait until the end of the trimester to calculate who would be exempt based on attendance, and the results are very good. We expect you may have questions about how this will work.

What is the exam schedule?

Monday, November 19:

8:25-10:21 - 5th period exam

10:25-12:21 - 4th period exam

12:21-12:51 - Lunch

12:54-1:43 - Shortened REGULAR 1st period (attendance required for ALL students)

1:47-2:36 - Shortened REGULAR 2nd period (attendance required for ALL students)

2:40-3:30 - Shortened REGULAR 3rd period (attendance required for ALL students)

Tuesday, November 20:

8:25-10:21 - 3rd period exam

10:25-12:21 - 2nd period exam

12:21-12:51 - Lunch

12:54-2:50 - 1st period exam

DISMISSAL AT 2:50

Who is exempt from taking an exam?

All students in 7th through 12th grade who meet the following criteria for any of their five classes are exempt from taking that exam:

-0 unexcused absences

-0, 1, 2, or 3 excused absences

-0, 1, or 2 tardies

-a grade of B, B+, A-, or A in the class

(Many students will be exempt from one or two exams, but not others.)

How will students get to and from school on exam days?

Buses will run as usual, before school begins and after school dismisses. All students are invited to ride the bus to school and home, if that is their normal plan.

Are students required to go to school on exam days?

-7th and 8th graders are expected to attend school all of Monday and Tuesday. These are required days for middle schoolers.

-All 7th-12th grade students are expected to attend afternoon classes Monday, 12:54-3:30.

These are regular class sessions. Attendance counts for these periods as on a normal day, and

this attendance will be factored into the exam exemption formula. Therefore, students must not get an unexcused absence for this day, and they must not go over three excused absences or two tardies. If they do, they *will* be required to take their exam the following day.

-9th-12th grade students may stay home for their exempt exam period(s). Many students have to take some exams, but not others. They must provide their own transportation if they need to leave school or arrive at school at odd times (when buses are not running). However, all 9th-12th grade students are welcome to go to their usual classes while exams are being taken, and we expect many to do this. Those who are exempt from an exam may sit in the classroom and study for other exams, or quietly read a book.

What if a student is *not* exempt from an exam, but they don't take it?

This requirement is the same as in years past. If a student skips their required exam, they will not be able to pass the class; they will receive a failing grade. If it is a required course, they will have to retake the class.

How much is an exam worth?

Exams are worth 20% of the student's final grade in the class.

What if a student skips school Monday afternoon?

Monday afternoon, we will have regular classes (not exams). No students are exempt from these regular class periods. As stated above, if a student were to skip class and receive an unexcused absence (or if they received an excused absence, and their total went over three), they *would* have to take their exams the following day.

Why does attendance matter on exam week?

Every public school in Michigan must meet daily attendance quotas. 75% of students must attend, or the school must make up the day in June. It is *very important* that elementary students, 7th and 8th graders, and all those high schoolers required to take their exams, attend school next week. The elementary will have two hard-working days, and the 7th and 8th graders will have a combination of learning, doing the exam process, and having some fun. We hope and expect that, since Wednesday is already off due to Teacher Records Day, families will ensure that all students (except exempt 9th-12th graders) who are not sick be in school Monday and Tuesday.

We are proud that many of our students worked toward and achieved this reward for strong attendance. We look forward to seeing even more students achieve this goal next trimester. We wish all families a Happy Thanksgiving!

-Mrs. Norland