



NORDONIA HIGH SCHOOL

FIRST SEMESTER EXAMINATION SCHEDULE

2009-2010 SCHOOL YEAR

Semester Exams will begin on Friday, January 15 and conclude on Thursday, January 21, 2010. The philosophy behind the additional ninety-minute slot on Friday is to insure that no student will take three exams in one day.

FRIDAY, JANUARY 15, 2010

Period 1	7:20-7:55 (35)
Period 2	8:00-8:35 (35)
Period 3	8:40-9:15 (35)
Period 4A	9:20-9:46 (26)
Period 4B	9:50-10:16 (26)
Period 4C	10:20-10:46 (26)
Period 5A	10:50-11:16 (26)
Period 5B	11:20-11:46 (26)
Period 6	11:51-12:26 (35)
EXAM PERIOD 7	12:31-2:11 (100)

TUESDAY, JANUARY 19, 2010

STUDY PERIOD	7:15-7:25
EXAM PERIOD 2	7:30-9:10 (100)
Break	9:10-9:45
EXAM PERIOD 6	9:50-11:30 (100)
Lunch	11:30-12:30
STUDY PERIOD	12:30- 2:11

WEDNESDAY, JANUARY 20, 2010

STUDY PERIOD	7:15-7:25
EXAM PERIOD 3	7:30-9:10 (100)
Break	9:10-9:45
EXAM PERIOD 5AB	9:50-11:30 (100)
Lunch	11:30-12:30
STUDY PERIOD	12:30-2:11

THURSDAY, JANUARY 21, 2010

STUDY PERIOD	7:15-7:25
EXAM PERIOD 1	7:30-9:10 (100)
Break	9:10-9:45
EXAM PERIOD 4ABC	9:50-11:30 (100)
Lunch	11:30-12:30
STUDY PERIOD	12:30-2:11

*NOTE: IF ANY PART OF YOUR CLASS HAS A (5) YOU TAKE THE EXAM ON WEDNESDAY.

We have asked our faculty to utilize the few days before exams to help review and prepare students for the tests. Please encourage your student to study. Our goal is to give every student the opportunity to do well. Exams count heavily towards your grade; it is 20% of your yearly grade.

EXAMINATION PROCEDURES AND POLICIES

We cannot emphasize enough our sincere desire for students to do well on exams. The following procedures have been established to insure an academic atmosphere and to encourage focus by students to be responsible for their own success. Please read them carefully. Parents and students should go over them together to insure no misunderstanding during the exam process. If you have any questions, do not hesitate to call the school for clarification.

1. If weather forces cancellation of school during the examination schedule, administration, faculty, and students are responsible for the scheduled examination that was missed the next day school is in session. Exams are as follows: Periods 7, 2, 6, 3, 5AB, 1, 4ABC.
2. Students who complete an exam before the period ends must stay in the room. They may use any remaining time to study for subsequent exams.
3. Students are required to be in attendance during the time in which they have exams scheduled. If an exam is not scheduled, they may be excused from school by submitting to the office a permission form signed by a parent or guardian

IMPORTANT

4. The exam schedule is closed from 7:30 a.m. through 11:30 on Tuesday, Wednesday, and Thursday. **THIS MEANS THAT STUDENTS ARE NOT PERMITTED TO LEAVE BETWEEN EXAM PERIODS UNLESS THEY ARE DONE FOR THE DAY.** OWE, OWA and CBE may have to adjust their work schedule on Thursday, January 21 due to 4ABC period exams.
5. A “study period” has been built into the exam schedule from 7:15 a.m. through 7:25 a.m. on Tuesday, Wednesday, and Thursday. Students may utilize this time to seek clarification from faculty, do quiet studying in the cafeteria or IMC.
6. All Nordonia High School 11th grade Career Center students and any other a.m. Career Center students will be released from the Career Center at 9:20 a.m. on Tuesday and Wednesday.
7. On Tuesday, Wednesday, and Thursday the cafeteria will be open from 11:30 a.m. to 12:30 p.m. A limited lunch and snacks will be available. We expect cooperation from our students in their conduct. **The halls are off limits!**
8. Busses will run at their normal times. It is the parents’ responsibility to arrange transportation if students are going to exercise the “open option” for exams. **This can only be done by submitting the “open option” permission slip prior to taking their first exam.**
9. Bus transportation at 2:11 p.m. is provided for students staying for the second exam and study period. If students have completed exams for the day, they may leave school to go home with parent permission. They may not return to the building or ride the busses home at 2:11 p.m. Transportation is the responsibility of the parent and student.
10. Students choosing to utilize the study period scheduled from 12:30 p.m. through 2:11 p.m. will report initially to the cafeteria at 12:30 p.m. Reporting students will be directed to supervised classrooms for the duration of the school day. There will be no activity in the Gyms. This time is for study and/or seeking help from staff.
11. Any student failing to take an exam at the assigned time will receive an “Incomplete” on grade cards. They will receive a “zero” percentage grade and “F” mark unless they secure PERMISSION FROM THEIR UNIT PRINCIPAL OR DEAN OF STUDENTS PER THE FOLLOWING:
 - 1) Illness verified by a Doctor’s note.
 - 2) extenuating/emergency circumstance as determined by a Principal/Dean. The appropriate administrator will confirm permission to take a late exam via an e-mail to the teacher. The few make-ups that may exist should be completed by Thursday, January 21, 2010 at 2:11 p.m.

A SPECIAL NOTE TO PARENTS AND STUDENTS OF NORDONIA HIGH SCHOOL....

We are asking for your help! Whether a parent or student, please understand our concern. For those students exercising the “open option”, we ask that you be careful and cautious on the roads to and from school. Students who are walking should use the sidewalk areas only. Secondly, please do not interrupt the normal operations of our community by going in large groups to local restaurants and stores. **Also, do not visit other school buildings as they are in their normal routine.** Your time away from school is for study and preparation purposes. Use your time wisely!