

Teacher	Department	Before School Openings	After School Openings	Other Times	Reassessment Window	Earning a Reassessment
Anderson	English	7:45-8:15	3:15-3:45	Period 4 or 7 by appointment	Current Quarter	Request form, 2 forms of studying, & parent signature
Barka	Ag	7:45-8:15	3:15-3:45	By appointment	Current Quarter	Conference with me before to come up with a study plan to pass retake. Must be done before any retakes are given or accepted.
Bot						
Dempcy						
Fischer	English	7:45-8:15	3:15-3:45	Period 2, 3, 5 by appointment	Current quarter; assignment/test make up should be rescheduled within one week of grade being posted.	Demonstrate effort on original, complete practice/pre-work, submit request to re-do, schedule make up with teacher within one week of grade's release.
Foley	Science	7:45-8:15	3:15-3:45, later by appointment	By appointment	Within two weeks of test being returned or current quarter. Final retake date for each test listed in Schoology calendar.	Test Retake Interest form filled out out Schoology the day test is returned. Test Retake Request form filled out in Schoology including 2 pieces of evidence showing preparedness for test and parent signature and meeting with me to go over it at least the day before retake is scheduled.

Gregoire	Social	7:45-8:15, except Fridays	except Mondays during Knowledge Bowl	1st & 4th SH, and later/earlier by appointment	Current Quarter, no reassessments the last week of the grading period	Request form filled out on Schoology (2 proofs of studying, parent signature, meet with me to go over it 24 hours before your retake)
Gustafson	Business	7:45-8:10	3:15-3:45, except early outs		Current Quarter and within 3 days of the assignment being graded.	Conference with teacher to determine why original assessment was not passing within 2 school days of posted grade. Request a retake for the following school day. No retakes on late work.
Hoffman	Eng. Tech. and Math	7:45-8:15	3:15-3:45, later by appointment	By appointment	Before the date of the current midterm or current quarter grading period	A request for a retake and conference with instructor must take place the day before a retake would be given
Keaveny						
Laleman						
Lalim	Spanish	7:45-8:15	3:15-3:45 except on home game days	By appointment	Anytime during the current quarter	Request form filled out from schoology and signed by the parent. The student must do some form of learning prior to the retake
Lundberg						
Meiners	Science	7:45-8:15	3:15-3:45, later by appointment	By appointment	Within two weeks of test being returned or current quarter. Final retake date for each test listed in Schoology calendar.	Test Retake Interest form filled out out Schoology the day test is returned. Test Retake Request form filled out in Schoology including 2 pieces of evidence showing preparedness for test and parent signature and meeting with me to go over it at least the day before retake is scheduled.

Nuytten	social studies	7:45-8:15	by appointment	By appointment	with in the unit for assignments. The re-assesment schedule will always be posted on the board	assignments - the assignment redo request form must be completed (only work turned in on time will be considered for redo) assessments-To be eligible for the re-assessment you must first complete the assesment to the best of your ability. Your study guide must have been completed prior to the assesment. Then request to retest form must be completed
Palmer	Social Studies	7:45-8:15	3:15-3:45 and later by appointment	By appointment	to Friday before Mid-term for 1st half assigments and Friday before End of Qtr for 2nd half assignments. Test reassessment	timely completion of the assignment. Test reassessment process: 1) Complete reassessment request 2) Complete and submit two written review exercises 3)
Schwankl	math	7:45-8:15	3:15-3:45 fall and spring seasons	by appointment	a week before the end of the quarter	1.Assignment completed 2.Corrected quiz/test 3.Additional practice given in Schoology.
Sieling	Math	7:45-8:15	by appointment	by appointment	During the current quarter	Request form including 2 forms of studying and a parent signature
Sterner						
Wasberg	FACS	7:45-8:15	By appointment	By appointment	During quarter	Request form filled out and signed by parent. What did they do differently to retake
Zupfer						