Retake Ticket

**Step 1**: Complete the bottom half of this ticket

**Step 2**: Set up a time to discuss it with Mr. Harris. This can be before or after school or during advisory, but will not be considered during class time.

 *During this meeting you should have:*

* + This paper (front side completed)
	+ The test you want to retake
	+ Your class notes and warm-ups

**Step 3**: Discuss retake requirements with Mr. Harris and set up a follow-up meeting to check progress.

**Step 4**: Complete all requirements discussed during your meeting and turn in evidence to Mr. Harris by the scheduled due date.

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1. Test to be retaken: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Standards I want to retake: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Please note: if doing a retake, you will automatically be expected to retake any 1’s or NTY’s so write down AT LEAST all of those)

1. Original score on retake standards: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Please describe in a sentence or two why you received this score. Be specific! “I didn’t study” is not an adequate response!
3. Please describe in a sentence or two how you will ensure that you can show increased knowledge on your retake assessment. Be specific!

*I understand that the retake assessment will be different from the original assessment, but will still assess the same standard(s) from that unit, so studying test corrections alone will not be sufficient to improve my score*

*I understand that the retake assessment will TOTALLY REPLACE the original score on each standard, whether that score is better or worse than the original.*

*I understand that it takes time and effort for Mr. Harris to create a retake and I will do my best to complete any requirements and meet all appointments discussed in this meeting. I understand that missing any deadline or failing to meet any requirement may result in this retake being cancelled.*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***FOR USE BY MR. HARRIS ONLY:***

ALL of the HIGHLIGHTED interventions must be completed BEFORE earning a Retake:

\_\_\_\*Test Corrections for all standards to be retaken

*(All test corrections must be completed on a separate sheet of paper. Each response must have a COMPLETE answer and must earn at least a “3” on the rubric)*

\_\_\_\*Complete and turn in Warm-Ups relating to retake standards

\_\_\_\*Obtaining Missing Notes

*Required assignments:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Assigned Homework/Practice

 (Complete or Redo)

\_\_\_Additional Homework/Practice

\_\_\_Reading Assignments

\_\_\_Prove you are reading

 (Summarize, take notes,

 illustrate concepts, other)

\_\_\_Mini Quizzes

Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Contact with Parents

\_\_\_Getting Organized (Rewriting notes, Putting notes in order, gathering and sorting all papers, other)

Tasks: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_ Discuss other ways to improve the “Academic Responsibility” Standards

\_\_\_Other Requirements:

***Retake Process Calendar***

\_\_\_SWAT (Mondays after school)

Required Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Meeting with Mr. Harris (Advisory, after school)

Required Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_ Other required dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 I will turn in my **best attempt** at above assignments by:

 I will turn in my **best attempt** at test corrections by:

*(NOTE: If you fail to meet any of these dates without talking to Mr. Harris* ***BEFORE*** *the missed deadline, your retake may be automatically be suspended or canceled)*

I understand the requirements listed above and still want to pursue this test. I understand that missing any deadlines or not completing these requirements will end the retake process. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Final Teacher Approval/Retake Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Interventions to ensure future success!***

Since you required this retake, it is REQUIRED/RECOMMENDED that you complete the following tasks to make sure you won’t need another. You should complete the following tasks AS THEY ARE ASSIGNED, and expect to demonstrate completion to Mr. Harris.

\_\_\_Obtain Missing Notes within 1 day of an absence

\_\_\_SWAT (Mondays after school)

Required Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Other before/after school meeting with Mr. Harris

Required Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Meeting with Mr. Harris during advisory

Required Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Complete and TURN IN all assignments within 2 class periods of them being assigned.

\_\_\_Read the Chapter(s) relating to the unit.

 Chapter (s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Prove you are reading (Summarize readings, take notes, illustrate concepts, other)

\_\_\_Mini Quizzes

Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Turn in completed Warm-Ups

\_\_\_Getting Organized (Rewriting notes, Putting notes in order, gathering and sorting all papers, other)

Tasks: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Other:

Bring proof that you have completed all requirements to any required meetings with Mr. Harris

Failure to keep up with these expectations will result in extra SWAT time or additional consequences, which may include detentions, parent contact or referral to Dr. Bailey.