

Reassessment Policy at Brookman ES

Assess

Students have the opportunity to retake summative assessments in which they received a grade that they would like to improve by completing the following:

1. With the teacher's help, develop a **Plan of Improvement** that includes **three activities** that will reinforce the standard(s) to be mastered.
2. Complete the ***Request to Retest*** form.
3. Utilize previous formative assessments, homework, and other assignments to prepare for retake.
4. **Attach evidence** of the three activities you completed to improve your understanding to the *Request to Retest* form and submit to the teacher.



The form is titled "Brookman Elementary Student Request to Retake". It features a logo for "Boulders Elementary" with a graduation cap and a pencil. The form is divided into sections: "Basic Information" (Name, Date, Standard being assessed), "Reflection" (Previous score, Why?), "Three activities I completed to improve my understanding of this concept" (list of 3), "Date I will be ready to retake is:", "Attachments" (checkboxes for "Previous test with parent signature" and "Proof of your 3 activities"), and "Request" (checkbox for "I request the opportunity to improve my understanding of this concept"). At the bottom, there are fields for "Student Signature" and "Parent Signature".

The highest grade is recorded in the grade book.