



NEW PROVIDENCE HIGH SCHOOL

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Lauren Zirpoli, Principal

Brian Henry, Assistant Principal

Vincent A. Carangelo, Director of Athletics

Jillian Shadis, Director of School

Counseling

“Dedicated to Excellence”

January 3, 2019

Dear Parents/Guardians:

MID-TERM EXAM INFORMATION

January 28th, 29th, 30th, 31st

The time for mid-term examinations is quickly approaching. To ensure that all students are well-informed and prepared for the exams, we are enclosing the exam schedule and other relevant information. Please review these carefully with your child. It is particularly important for freshmen, who will be taking exams for the first time, to be aware of the guidelines and schedules.

Exams are scheduled for January 28th, 29th, 30th and 31st. The times are 7:44–9:44 a.m., 10:05 a.m.–12:05 p.m., and 12:45–2:45 p.m. These exams are important and should be taken seriously. While they may cause some anxiety, they should not be a source of undue stress. We hope students will find the experience to be challenging, as well as satisfying and educationally productive. We would like your help in accomplishing this goal.

Please assure your child that mid-term exams are intended to reinforce the learning that has taken place during the first semester. Budgeting his or her time by reviewing the material covered during the first two marking periods will help to ensure that your child does well on the mid-terms. Parents are urged to encourage their students to undertake the preparation for examinations seriously. This is an excellent opportunity to assimilate and integrate knowledge.

There are three testing sessions each day and examinations are scheduled for two hours each. **Students must arrive on time and must stay for the entire testing period.** No make-up exams are given unless a student is absent because of illness. Students must provide a doctor’s note verifying the illness. Room and times will be posted throughout the building.

PROCEDURES FOR EXAMS

Students report directly to their examination rooms. They will remain for the entire length of the exam period.

NO ONE WILL BE ADMITTED LATE TO AN EXAMINATION ROOM ONCE THE PROCTOR HAS BEGUN TO DISTRIBUTE MATERIALS. STUDENTS ENTERING LATE MUST REPORT DIRECTLY TO THE MAIN OFFICE.

Make-up examinations are given only in the event of an illness. If the student becomes ill in school on the day of the exam, he/she must see the school nurse before leaving the building. Students will need to furnish a doctor's note upon their arrival back to school to take their missed exam(s).

No exam may be taken before the regularly scheduled date.

All make-up exams must be taken either in a "Conflict" period, or if a student cannot resolve a conflict situation in the scheduled periods, after school between 2:46–4:46 p.m. the day after exams are over. Arrangements should be made with the individual teacher.

Mid-term examinations account for 10% towards the final grade. Likewise, final examinations in a **semester course** are weighted 10% of the final grade.

In the event that school is closed for an emergency or for inclement weather, the examination scheduled for that day will be given on the next day school is in session. Subsequent exam days will be moved forward to accommodate the closing. In the event of a delayed opening, the 7:44 a.m. exam will be given at 9:45 a.m. and the 10:05 a.m. exam will be given at 12:05 p.m. All conflicts scheduled for that day will be administered during conflicts the following day from 12:45 p.m.–2:45 p.m.

Students who are not taking exams must leave the building or report to the cafeteria or media center to study. Students will not be permitted to remain in the hallway.

STUDENTS WHO DO NOT HAVE A SCHEDULED EXAM DO NOT HAVE TO COME TO SCHOOL.

Should you have any questions, please do not hesitate to contact Mr. Henry, Assistant Principal, or myself.

Respectfully,

A handwritten signature in cursive script that reads "Lauren Zirpoli".

Lauren Zirpoli
Principal

New Providence High School

MID-TERM EXAMINATION SCHEDULE FOR JANUARY 2019

	Monday January 28, 2019	Tuesday January 29, 2019	Wednesday January 30, 2019	Thursday January 31, 2019
7:44-9:44	Language Arts	Math	World Language	Sociology Economics
9:44-10:05	BREAK *** SNACKS AVAILABLE			
10:05-12:05	Social Studies Psychology	Science	Computer Science	Art Engineering
12:05-12:45	LUNCH			
12:45-2:45	Conflicts	Conflicts	Conflicts	Conflicts