

# POLICY

SOMERSET COUNTY  
BOARD OF EDUCATION

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| <b>Date Submitted:</b><br>December 18, 1990<br>December 13, 2005<br><b>Date Reviewed:</b><br>July 23, 1992<br>November 16, 1999<br>December 13, 2005<br>January 20, 2009<br>November 3, 2016<br>April 18, 2017 | <b>Number:</b><br><b>500-13</b>   |
| <b>Subject:</b><br>Examinations for High<br>School Students  | <b>Date Approved:</b><br>December 18, 1990<br>January 17, 2006<br>February 17, 2009<br>November 15, 2016<br>April 18, 2017<br><b>Date Effective:</b><br>December 14, 1999<br>January 17, 2006<br>February 17, 2009<br>November 15, 2016<br>April 18, 2017 |

## 1. PURPOSE

To establish the policy and procedures regarding final examinations for high school students (Grades 9-12).

## 2. PROCESS

For the purpose of guiding the administration of mid-term & final exams at the senior high school, the following rationale, guidelines and procedures are adopted.

- A. All secondary courses will administer final exams.
- B. Students enrolled in state assessed courses will be exempt from county-developed final examinations. Their final course grade will be calculated as the average of the S1 and S2 grades.
- C. Although final exams are the predominant way of assessing the mastery of long-range learning objectives, in performance based course such as fine arts there are a variety of other options for culminating activities and evaluations (i.e. performance-based assessments, portfolios, special projects, etc.) which may be used upon approval of the principal.
- D. Yearlong core area courses will administer a county\* developed mid-term exam and a final exam each accounting for 5% of final grade. Exam grades will appear as separate grades on the report card. (\*Courses that do not currently have county developed mid-term exams should administer teacher-developed mid-term exams which will account for 5% of the final grade.)

- E. Any administration of mid-term and final exams should be done in segments of time consistent with the regular classroom period in order to avoid scheduling complications.
- F. In semester courses where there is no midterm, final exams will count 10% of the final average.
- G. Schools will administer final exams according to the system testing, although principals may decide on minor schedule deviations as situations may require.