

FRANKLIN HIGH SCHOOL



Home of the Patriots

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<http://www.livoniapublicschools.org/schools/high/franklin>

Dear Parents and Guardians:

Before our school year quickly comes to a close, I wanted to take a moment to clarify our checkout procedures during final exams as well as how we will handle students who happen to use a cell phone during a final exam.

Early Checkout Procedures:

During final exams, students will not be allowed to leave their testing room until the end of the testing period. This means students will not be allowed to leave even if they have finished their final exam. While we understand you may have appointments scheduled, we need to create the least distracting environment as possible for our students. Below is a breakdown of our final examination schedule as well as the duration for each exam.

Final Exam Schedule:

June 13th: 1st and 2nd hour

June 14th: 3rd and 4th hour

June 15th: 5th and 6th hour

First exam period: **7:30 am to 9:10 am**

Break: **9:10 to 9:25 am**

Second exam period: **9:25 to 11:05**

Cell Phone Policy:

With many students in the district taking the same final exam for a particular class, we want to remind everyone of our cell phone and electronics policy. Since most cell phones and other electronic devices have the capability of taking pictures and recording videos, we do not want to invalidate these common assessments because a student was able to instantly share testing information through social media or instant messaging. This capability makes it imperative that we take action to keep the testing environment and testing questions secure. This policy is also good training for our students to prepare for the strict testing guidelines concerning cell phones on upcoming State Standardized Testing.

No cell phones will be allowed to be used during an exam period. Phones should be left in a student's locker or turned off and out of sight during an exam. If a student takes out a cell phone or a phone rings during an exam for any reason without permission or direction of the teacher, the student can be excused from the exam and will only receive credit for what has been completed on the exam up to that point.

Students will be allowed to use their phones or electronic devices before exams and during the break period between exams.

If a parent needs to contact a student during an exam we recommend that the parent call the school instead of texting or calling their student. We will deliver any message you may need to send to your student. In the case of an emergency, we always recommend calling the school first.

Thank you so much for your understanding. I hope you have safe and enjoyable summer!

Sincerely,

Mr. Andrew Pesci, Principal