

# Marissa Jr./Sr. High School



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Memo

To: High School Parents and Guardians

From: Mark Heuring, Principal

Date: December 14, 2010

Subject: Final Exam Attendance Incentive

MJSHS will conduct final exams on Monday, December 20<sup>th</sup> and Tuesday, December 21<sup>st</sup>. Students who have missed three or less days excluding intra-curricular field trips, PSAE reward days, or college visitations and currently have a C or better may earn an exemption from first semester finals. Below is the formula for the number of days missed and a student's quarterly average:

<u>Quarterly Avgs</u>	<u># of Days Absent</u>	<u>Exam</u>
A	Up to 3	optional
B	Up to 2	optional
C	Up to 1	optional

Parent permission is required to opt out of a semester final. You may grant permission by simply sending a letter with your student notifying the teacher. The exam attendance incentive will be in place for students for first semester until Friday, December 17<sup>th</sup>. Students will not be allowed to leave school until they have finished all finals for the day and must present written permission from a parent or guardian to the principal's office releasing them from school. Students will not be allowed to leave after attending a morning final to skip a mid-day final and then return for an afternoon final.

*"Striving for Excellence"*