Summative Reassessment Procedure

Every Peoria Public School student has the opportunity to show new learning through reassessment of skills presented on summative assessments.

- A teacher must provide a student with at least three opportunities for summative reassessment per semester in each subject area, regardless of grade level and/or score on the initial summative assessment.
- A teacher may elect to offer reassessment on more than three summative assessments per semester.

The procedure below outlines the management of summative reassessment for a Peoria Public School student.

Semester Timing: The reassessment must be completed prior to the class’ next scheduled summative assessment. A student is not permitted to reassess within the final ten days of the grading period (i.e. Fall and Spring semesters).

Eligibility: A legitimate attempt on the original summative assessment must have been made for a student to be eligible to reassess. The definition of legitimate attempt is based on teacher discretion; however, factors considered include whether the student willingly took the original assessment and/or the student read and attempted all portions of the assessment showing work where applicable. Peoria Public Schools teachers are focused on growth and learning and may take extenuating circumstances into consideration, for the student’s benefit, and grant a reassessment. We recognize that situations (i.e. major illness, death, etc.), over which there is no control, can impact students’ lives without warning.

Process Initiation & Ownership: Once the above eligibility is determined, the process to reassess must be initiated by secondary students (grades 5-12). Secondary students must take accountability for the process. In comparison, this process may be guided by a guardian and/or teacher at the primary level (K-4). However, teachers may encourage older primary students to take ownership of the process. Reassessment request forms are available to guide the procedure but are not required.

Process Steps:

1. Schedule a time between student and teacher to review Skyward and identify any formative assessments and/or homework that should be completed/corrected that are aligned to the misconceptions on the original summative assessment. Teachers, may at this time, suggest new learning activities to advance student understanding. (i.e. specific online learning tasks, tutoring sessions, etc.) If a teacher chooses, he/she may use the optional reassessment forms (1,2, and/or 3) to guide this work.
2. Schedule the reassessment. A student in a primary school (K-4) will work with the teacher to arrange a reassessment time. Secondary level students (5-12) are responsible for arranging a reassessment time with the teacher that will not interrupt the current unit of study.
3. Student takes the reassessment at the agreed upon time. Note: A teacher may allow a student to reassess portions of the summative assessment in which the student wants to show growth, if the original assessment is organized by skills/concepts.

Recording/Grading: After the summative reassessment is complete, the teacher will:

- Enter the higher of the two grades into the grade book (replacing the original grade, if applicable)
- Note the reassessment date and original score in the notes section.

Communication of Procedure:

- High School – The District Summative Reassessment Procedure will be included in each course syllabus and/or systematically communicated to all parents/guardians.
- K-8 – The District Summative Reassessment Procedure will be systematically communicated to all parents/guardians.
- Individual teacher requirements must be clearly communicated to students and parents.