

## HTHS First Semester Exam Schedule

**No exam exemptions**

|                   |  |               |
|-------------------|--|---------------|
| Monday, Dec. 12   | 1 <sup>st</sup> period exam  | 8:10-10:10    |
|                   | 4 <sup>th</sup> period exam  | 10:20-12:20   |
|                   | Lunch/dismissal if check-out form submitted (12:20-12:50) buses run at 3:15  |               |
|                   | Staff lunch (12:30-1:30) grading/classroom (1:30-3:15)                       |               |
| Tuesday, Dec. 13  | 2 <sup>nd</sup> period exam  | 8:10-10:10    |
|                   | 5 <sup>th</sup> period exam  | 10:20-12:20   |
|                   | Lunch/dismissal if check-out form submitted (12:20-12:50) buses run at 3:15  |               |
|                   | Staff lunch (12:30-1:30) grading/classroom (1:30-3:15)                       |               |
| Wed, Dec. 14      | 3 <sup>rd</sup> period exam  | 8:10-10:10    |
|                   | 6 <sup>th</sup> period exam  | 10:20-12:20   |
|                   | Lunch/dismissal if check –out form submitted (12:20-12:50) buses run at 3:15 |               |
|                   | Staff lunch (12:30-1:30) grading/classroom (1:30-3:15)                       |               |
| Thursday, Dec. 15 | 7 <sup>th</sup> period exam  | 8:10-10:10    |
|                   | Make-Up Exams  | 10:20 – 12:20 |
|                   | Lunch/dismissal if check-out form submitted (12:20-12:50) buses run at 3:15  |               |
|                   | Staff lunch (12:30-1:30) classroom (1:00-3:15)                               |               |
| Friday, Dec. 16   | Make up exams 8:10 – 10:10   |               |
|                   | 12:00 noon buses run   |               |
|                   | Faculty finalizes all first semester grades by 3:15 pm                       |               |

*Keep all students in class for the entire exam period. Advise students not to visit other campuses during exam week. Reschedule a missed exam with student/parent contact.*

Turn in signed grade verifications to Lauren Cooley by 3:15 pm on Friday, Dec. 16<sup>th</sup>.

**Please do not leave for the holiday break before you sign out with Mrs. Cooley in person. There will be a sign out sheet in her office.**