Memorandum

To: Sierra Vista Teachers
From: Johnnie Fitzpatrick, Registrar
Re: Grade Reporting Timeline 2019/2020 School Year
Date: September 3, 2019

1st Quarter Progress Report
- September 13: End of 1st Progress Reporting Period (Friday)
- September 16: Grades Due @ NOON or BEFORE (Monday)
- September 17: Grades Posted to Portal @ 3:00 p.m. (Tuesday)
- Selected Grades Printed & Distributed by 9/20 (Friday)

1st Quarter Report Card
- October 18: End of 1st Quarter (Friday)
- October 21: Grades Due @ NOON or BEFORE (Monday)
- October 22: Grades Posted to Portal @ 3:00 p.m. (Tuesday)
- Selected Grades Printed & Distributed by 10/25 (Friday)

2nd Quarter Progress Report
- November 15: End of 2nd Progress Reporting Period (Friday)
- November 18: Grades Due @ NOON or BEFORE (Monday)
- November 19: Grades Posted to Portal @ 3:00 p.m. (Tuesday)
- Selected Grades Printed & Distributed by 11/22 (Friday)

2nd Qtr/1st Semester Report Card
- December 19: End of 2nd Quarter/1st Semester (Thursday)
- December 20: Grades Due before you leave for Winter Break
  MUST CHECK OUT WITH ME IN PERSON
- December 20: Grades Posted to Portal @ 3:00 p.m. (Friday)
- Selected Grades Printed & Distributed by 1/17 (Friday)

3rd Quarter Progress Report
- February 7: End of 3rd Progress Reporting Period (Friday)
- February 10: Grades Due @ NOON or BEFORE (Monday)
- February 11: Grades Posted to Portal @ 3:00 p.m. (Tuesday)
- Selected Grades Printed & Distributed by 2/13 (Thursday)

3rd Quarter Report Card
- March 20: End of 3rd Quarter Progress Reporting Period (Friday)
- March 23: Grades Due @ NOON or BEFORE (Monday)
- March 24: Grades Posted to Portal @ 3:00 p.m. (Tuesday)
- Selected Grades Printed & Distributed by 3/20 (Friday)

4th Quarter Progress Report
- April 24: End of 4th Progress Reporting Period (Friday)
- April 27: Grades Due @ NOON or BEFORE (Monday)
- April 28: Grades Posted to Portal @ 3:00 p.m. (Tuesday)
- Selected Grades Printed & Distributed by 5/1 (Friday)

4th Qtr/2nd Semester Report Card
- June 4: End of 4th Quarter/2nd Semester (Thursday)
- June 5: Grades Due Before you check out for Summer Break
  MUST CHECK OUT WITH ME IN PERSON
- June 8: Grades Posted to Portal @ 3:00 p.m. (Monday)
- Selected Grades Mailed Home by 6/12 (Friday)