

School Year: 2019-2020

To: Faculty
 From: Ruth Esseln
 Re: Progress Report and Grade Sheet Timeline

The following is the schedule for progress reports, quarter, and semester grades. Please pay particular attention to the due dates for progress reports and grades, as this allows us to mail them on the dates listed in school and district calendars.

State educational code states that you may not give an “F” on a semester report card unless the student has received a progress report stating that they are in danger of failing. Students with a D at the progress report should also have a comment of “in danger of failing” on the report card.

Semester 1

Semester 2

1	Fri. Sept. 13 End of 1 st grading period Wed. Sept. 18 Progress reports due at 3:00 Fri. Sept. 20 Progress reports mailed	1	Fri. Feb. 7 End of 1 st grading period Wed. Feb. 12 Progress reports due at 3:00 Fri. Feb. 14 Progress reports mailed
2	Fri. Oct. 18 End of 1 st Quarter Wed. Oct. 23 Grades due at 3:00 Fri. Oct. 25 Report cards mailed	2	Fri. March 13 End of 3 rd Quarter Wed. March 18 Grades due at 3:00 Fri. March 20 Report cards mailed
3	Fri. Nov. 15 End of 3 rd grading period Wed. Nov. 20 Progress reports due at 3:00 Fri. Nov. 22 Progress reports mailed	3	Fri. April 24 End of 3 rd grading period Wed. April 29 Progress reports due- at 3:00 Fri. May 1 Progress reports mailed
4	Fri. Dec. 20 End of the Semester Wed. Jan. 8 Grades due at 3:00 Fri. Jan. 10 Report cards mailed	4	Thu. June 4 End of the Semester <small>(Aeries grading window opens June 1 at 3:00 p.m.)</small> Fri. June 5 Grades due at check out Wed. June 10 Report cards mailed