

APPENDIX A

2013-2014

SCHEDULE FOR REPORTING PERIODS AND REPORT CARD DISTRIBUTION

School Report Cards will be distributed no later than the specific dates listed below. It is essential that schools and regions publicize these dates through school, the PTA and other bulletins so that parents will be expecting students to bring report cards home. If schools receive their Report Cards earlier than the specific dates, they may distribute them earlier. Information Services will be responsible for disseminating this information to the media.

INTERIM PROGRESS REPORT SCHEDULE

GRADING PERIOD	DISTRIBUTION DATE
1	9/20/13
2	12/3/13
3	2/19/14
4	5/1/14

ELECTRONIC GRADEBOOK SCHEDULE

*End of Period	Gradebook Upload to ITS	Report Cards Available to Schools No Later Than	Report Cards Sent to Parents By	
1	10/24/13	10/25/13	11/05/13	11/15/13
2	01/16/14	01/17/14	01/28/14	2/07/14
3	03/20/14	03/21/14	04/08/14	4/17/14
4	06/05/14	06/06/14	06/17/14	6/27/14

***DO NOT UPLOAD ON OR BEFORE THESE DATES**
