

MEMORANDUM

TO: Selected Principals

FROM: Information Technology Services (ITS)

SUBJECT: **ELECTRONIC GRADEBOOK FOR SUMMER - 03S**

To insure accurate summer grade reporting, Information Technology Services (ITS) must code the school file for schools that will be uploading summer grades to ISIS from an electronic gradebook program. Schools that will be uploading summer grades will not receive grade reporting forms (bubble sheets). Please fill in the appropriate response below and return to byoung1@dadeschools.net no later than Wednesday, July 10, 2003.

_____ My school will be using an electronic grade book program and will NOT use grade reporting forms (bubble sheets).

_____ My school will use grade reporting forms (bubble sheets).

Contact _____ Telephone _____

If you have any questions regarding this memo, please call Support Services at 305-995-3705(0).