

MEMORANDUM

November 6, 2003

TO: All Schools
FROM: Information Technology Services (ITS)
SUBJECT: **SCHOOL PICKUP NOTICE – REPORT CARDS**

The report(s) and/or materials listed below are available for pickup at Information Technology Services (ITS) at 13135 S.W. 26 Street.

1. 1. Report Cards
2. Additional requested materials pertaining to grade reporting

If you have already picked up these materials, please disregard this memo.

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