

MEMORANDUM

TO: All Secondary Schools

FROM: Information Technology Services (ITS)

SUBJECT: **GRADE REPORTING FREEZE - 05S**

Schools are reminded that the deadline (freeze) for the 05S grading period information is 5:00 p.m. Friday, July 15, 2005. At that time, Information Technology Services (ITS) will begin printing the Summer Grading Period Bubble Sheets. Any student or teacher change made after that time will **NOT** be reflected on the Grade Reporting Sheets.

If there are questions regarding this process, please call Support Services at 305-995-3705.