

MEMORANDUM

July 29, 2002

TO: All Senior High Schools

FROM: Information Technology Services
Office of Information Technology

SUBJECT: **GRADE REPORTING FREEZE - 02S**

Schools are reminded that the deadline (freeze) for the 02S grading period information is 5:00 PM Tuesday, August 6, 2002. 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 N O T be reflected on the Grade Reporting Sheets.

If there are questions regarding this process, please call Support Services at 305-995-3705(0).