

JOHN H. FRANCIS POLYTECHNIC HIGH SCHOOL

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*A Pilot School***Austin Beutner***Superintendent of Schools***Linda Del Cueto***LD NE Superintendent***Elidia Vazquez***Principal***To: All Staff****Date: 8/13/18****From: Jamine Kenion, APSCS**

Dear Teachers,

Below is the grading window for the Fall Semester.

The grading window for Q1 opens on 08/31/2018 and closes on 09/07/2018. Since we are not distributing report cards on 08/29/2018, grades are due by noon on 09/07/2018 so that we can prepare the report cards to be mailed. *Also remember that in preparation for Parent Conference Night on 11/08/2018 grades are due two days prior on 11/6/2018, so that we can print report cards for distribution in SLC's.

This will also be posted in Schoology and on the Poly website under Staff/Mark Reporting if you lose this email or forget.

Grading Period Description	Term Code	Quarter Begin Date	Quarter End Date	Finals	Grade Window Open	Grades Due	PHBAO (Open House)
Mid-term	A1	08/07/18	N/A	NA	09/01/18	09/07/18	N/A
Final	A1		10/08/18	10/04/18 Per. 1 & 2 10/05/18 Per. 3 & 4	10/03/18	10/08/18	N/A
Mid-term	A2	10/09/18	N/A		11/03/18	*11/06/18	11/08/18
Final	A2		12/14/18	12/12/18 Per. 1 & 2 12/13/18 Per. 3 & 4	12/08/18	12/14/18	N/A