

Sancta Familia Academy

DAILY ATTENDANCE AND MONTHLY GRADE REPORT GRADES K-12

Student:	Grade:
Month:	Year:

MUST BE POSTMARKED BY THE 10TH OR A LATE FEE WILL BE INCURRED

<u>Subject</u>	<u>Average Grade</u>

Grade	Scale
A	90-100
B	80-89
C	70-79
D	60-69
OR for K-3 only	
E	Excellent
S	Satisfactory
N	Needs Improvement

* Please record your grades as letter grades (A's, B's, etc.), not as numerical grades (95, 90, etc...).

	Month:	Year:					
	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Date							
hours							
Date							
hours							
Date							
hours							
Date							
hours							
Date							
hours							

Total Days Taught This Month:	_____
+Previous Days Taught This Year:	+_____
=Total Days Taught Year to Date:	_____

Total Hours Taught This Month:	_____

****Kindergarten days must be at least 3 hours long**
Grades 1 – 3 must be at least 4 hours long
Grades 4 – 12 must be at least 5 hours long

 Signature Date _____

Late fees: after the 15th day of the month
 \$10.00 per family
 after the 20th day of the month
 \$25.00 per family
 after the 1st day of the next month
 probationary letter with
 possible expulsion

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