

CMS Elementary Report Card Schedule for 2020-2021

First quarter ends Friday, October 16th, 2020

Process to be completed

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|---|---|
| Tuesday, October 20 th , 2020 | Teachers complete grade entry, generate and turn in Verification Forms |
| Thursday, October 22 nd , 2020 | Run <i>Readiness Report</i> , store grades & generate report card file for print by 5pm |
| Monday, October 26 th , 2020 | Report cards ready for pickup at GPC |
| Tuesday, October 27 th , 2020 | Send home report cards |

Second quarter ends Monday, December 21, 2021

Process to be completed

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|---|---|
| Tuesday, December 22 nd , 2020 | Teachers complete grade entry, generate and turn in Verification Forms |
| Tuesday, December 22 nd , 2020 | Run <i>Readiness Report</i> , store grades & generate report card file for print by 5pm |
| Thursday, January 7 th , 2021 | Report cards ready for pickup at GPC |
| Friday, January 8 th , 2021 | Send home report cards |

Third quarter ends Wednesday March 11, 2021

Process to be completed

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| Monday, March 15 th , 2021 | Teachers complete grade entry, generate and turn in Verification Forms |
| Wednesday, March 17 th , 2021 | Run <i>Readiness Report</i> , store grades & generate report card file for print by 5pm |
| Monday, March 22 nd , 2021 | Report cards ready for pickup at GPC |
| Tuesday, March 23 rd , 2021 | Send home report cards |

Fourth quarter ends Friday, May 28, 2021

Process to be completed

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|---------------------------------------|---|
| Monday, May 24 th , 2021 | Teachers complete grade entry, generate and turn in Verification Forms |
| Monday, May 24 th , 2021 | Run <i>Readiness Report</i> , store grades & generate report card file for print by 5pm |
| Thursday, May 27 th , 2021 | Report cards ready for pickup at GPC |
| Friday, May 28 th , 2021 | Send home report cards |

CMS Progress Report Schedule for 2020-2021

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|----------------|-----------------------|
| First Quarter | September 21-22, 2020 |
| Second Quarter | November 18-19, 2020 |
| Third Quarter | February 8-9, 2021 |
| Fourth Quarter | April 26-27, 2021 |