



**Alan Shawn Feinstein Middle School**  
**Grade Reporting Timeline for T2 and T3**  
**2011 – 2012 [REVISED]**

**TRIMESTER 2 (Dec 7 – Mar 16)    \*\* Semester 1 Ends Jan 27 \*\***

<b>Progress Report:</b>	T2 mid-point is JAN 27; Aspen open for comments .....	Jan 25
	Narrative Comments <u>only</u> due by midnight on .....	Jan 31
	Reports distributed in Thursday Advisory .....	Feb 2
	Last day to notify parents of a potential IE grade .....	Feb 2 <sup>a</sup>
<i>(parents should be notified as soon as possible but no later than this date)</i>		
<b>Report Card:</b>	T2 ends MAR 16; Aspen open for inputting T2 grades .....	Mar 14
	Grades, 2 Comments & Narrative inputted by midnight on .....	Mar 20
	Reports distributed in Advisory .....	Mar 20
	Last day to notify parents of a potential IE (or failing) grade .....	Mar 22 <sup>a</sup>
	<i>(parents should be notified as soon as possible but no later than this date)</i>	
Last day for students to re-take an assessment .....		Mar 30
<i>(students have 10 school days to re-take an assessment)</i>		
Last day for students to submit work and make up IE grade .....		Apr 2 <sup>b</sup>
<i>(students have 15 calendar days to submit work)</i>		

**TRIMESTER 3 (March 19 – June 19)**

<b>Progress Report:</b>	T3 mid-point is MAY 4; Aspen open for comments .....	May 2
	Narrative Comments <u>only</u> due by midnight on .....	May 8
	Reports distributed in Thursday Advisory .....	May 10
	Last day to notify parents of a potential IE grade .....	May 10 <sup>a</sup>
<i>(parents should be notified as soon as possible but no later than this date)</i>		
<b>Report Card:</b>	T3 ends JUNE 19; Aspen open for inputting T3 grades .....	June 12
	Grades, 2 Comments & Narrative inputted by midnight on .....	June 18
	Last day to notify parents of a potential IE (or failing) grade .....	June 18
	<i>(parents should be notified as soon as possible but no later than this date)</i>	
Report cards mailed home .....		June 22

---

Notes:

<sup>a</sup> The policy states that parents should be notified no later than the 5<sup>th</sup> school day after the mid-point or end of the trimester. However, that date would actually be the day after progress reports/report cards are distributed. Thus, dates have been adjusted (ideally, parents are notified as soon as possible.)

<sup>b</sup> The 15th calendar day actually falls on Saturday, Mar 31. Work will be due no later than Monday, April 2.

<sup>c</sup> Grade can be adjusted in the summer by sending an email to Dr. Lisi