



SAINT PETER'S PREP

NEW JERSEY'S JESUIT HIGH SCHOOL SINCE 1872

November 6, 2009

Dear Parents and Guardians of Prep students,

As the first marking period of the 2009-2010 school year draws to a close, I write to update you on Prep's new procedures for report cards. Last year PowerSchool became the student information system we used to record and report attendance and grades. We created new progress reports and report cards using PowerSchool and mailed them home to each family.

This year, Prep has gone "paperless" with its progress reports and report cards. Last month you were able to view your son's progress report by using your PowerSchool access to log in to the parent pages. You can do the same to view your son's first marking period report card. The last day of the marking period is November 5, 2009. Report cards will be available for viewing on PowerSchool beginning Wednesday, November 11. If you wish to print a copy of your son's online report card, go to the "Grades History" tab at the top of your son's PowerSchool page and follow the directions for printing. If you do not have internet access, you may view your son's grade reports by using the computer kiosk in the Principal's Office between the hours of 8:00 am and 3:00 pm.

You must have parent access to view and/or print your son's PowerSchool information. If you have not returned the Parent User Agreement, please do so right away.

We also will send a report card to each family by email, as a printable attachment. **You must have given us a valid email address in order to receive a copy of your son's report card in this manner. If you have not given us an email address, please do so right away using the Student Data Sheet previously mailed to you, or send us your email information by mail or in an email to supplej@spprep.org.**

Please see the enclosed flyer for important information about **Parent-Teacher Conferences**, which will be held on Thursday, November 19, from 2:00 to 4:00 pm and from 5:00 to 7:00 pm.

On the back of this letter you will find a tentative schedule for progress reports and report cards for the rest of the 2009-2010 school year. Please keep it in a safe place.

As always, the best sources of information about your son's academics are his teachers and guidance counselors. Encourage your son to speak with them first whenever he has academic concerns, but feel free to be in touch with them, initially via email, when it seems advisable.

Thank you for entrusting your son's education to us. We look forward to continuing to work together in the months to come.

Sincerely,

Mary Durante
Vice Principal for Academics

**Tentative Schedule for Progress Reports, Report Cards and Parent-Teacher Conferences
for the 2009-2010 School Year**

First marking period ends November 5, 2009.

First marking period report cards available November 11, 2009

Parent-teacher conferences for first marking period are November 19, 2009.

Second marking period Progress Reports available December 10, 2009

Second marking period ends January 15, 2010.

Semester 1 Exams January 19 – 22, 2010.

Semester 1 Report Cards available January 29, 2010

Parent-teacher conferences for Semester 1 scheduled for February 4, 2010.

Third marking period Progress Reports available February 25, 2010

Third marking period ends March 18, 2010. Report Cards available March 24, 2010.

Fourth marking period Progress Reports available April 30, 2010

Fourth marking period ends May 24, 2010 (seniors, May 13, 2010)

Semester 2 Exams May 25 – 28, 2010 (seniors, May 17 – 21, 2010)

Report cards available June 8, 2010 (seniors June 3, 2010).