

CMS Elementary Report Card Schedule for 2022-2023

First quarter ends Friday, October 28th, 2022

Process to be completed

Tuesday, November 1, 2022	Teachers complete grade entry, generate and turn in Verification Forms
Thursday, November 3, 2022	Run Readiness Report, store grades & generate report card file for print by 5pm
Monday, November 7, 2022	Report cards ready for pickup at GPC
Tuesday, November 8, 2022	Send home report cards

Second quarter ends Tuesday, January 24th, 2023

Process to be completed

Thursday, January 26, 2023	Teachers complete grade entry, generate and turn in Verification Forms
Monday, January 30, 2023	Run Readiness Report, store grades & generate report card file for print by 5pm
Wednesday, February 1, 2023	Report cards ready for pickup at GPC
Thursday, February 2, 2023	Send home report cards

Third quarter ends Friday March 24th, 2023

Process to be completed

Tuesday, March 28, 2023	Teachers complete grade entry, generate and turn in Verification Forms
Thursday, March 30, 2023	Run Readiness Report, store grades & generate report card file for print by 5pm
Monday, April 3, 2023	Report cards ready for pickup at GPC
Tuesday, April 4, 2023	Send home report cards

Fourth quarter ends Friday, June 9th, 2023

Process to be completed

Friday, June 2, 2023	Teachers complete grade entry, generate and turn in Verification Forms
Tuesday, June 6, 2023	Run Readiness Report, store grades & generate report card file for print by 5pm
Thursday, June 8, 2023	Report cards ready for pickup at GPC
Friday, June 9, 2023	Send home report cards

CMS Progress Report Schedule for 2022-2023

First Quarter	September 27-28, 2022
Second Quarter	December 7-8, 2022
Third Quarter	February 23-24, 2023
Fourth Quarter	May 5-8, 2023