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REQUEST FOR HARD COPY OF A STUDENT'S PROGRESS REPORTS AND/OR REPORT CARDS (Grades K - 12)

August, 2023

Dear Parent or Guardian:

Welcome to the 2023-2024 school year. In our continuing effort to improve home-school communication and our paperless initiative, please be reminded that progress reports and/or report cards will be released on the parent portal.

If you would like to request a hard copy of your child's progress reports and/or report cards to be mailed home, please complete the bottom portion of this letter and have your child return it to their building principal on or before **September 14, 2023**.

Thank you for your anticipated cooperation. Please do not hesitate to contact your child's school with any questions or concerns.

Student's Name _____ School _____

Grade _____ Parent/Guardian Name _____

Address _____

Town and Zip Code: _____

Parent/Guardian Signature: _____