

****FAMILY SERVICES needs to be especially timely with this process. Since these students are computed with their "home" schools, their records need to be in order first before ranks can be computed at any other school.****

(FSC needs to be sure their graduates have the correct "home" school marked in the "decal" field on the S317 panel, so they will rank within the proper school)

Note1:

We will send you a list of students marked as receiving Special Diplomas so you might get it verified by your counselors. That way you can ensure the correct students are marked on S317 to be excluded from rankings.

Note2:

These grades will NOT be deleted after rankings. At the end of school, teachers will compute FINAL averages. If the final average is the same as the mid-point average, nothing will have to be done. If the averages differ, then the mid-point grade can be updated to the final grade on S515. (From Pinnacle we will repull exported grades and repost over any existing grades used for class rankings).

Other items:

Counselors should give you the results of their "exit interviews" for Post-secondary plans--

Mark this on the S316 panel in the "PS" field (use F4-prompt for a list of valid codes)