



“Be ready always to give an answer to every man that asks you, yet with meekness and fear:
Having a good conscience that, wherein ye are spoken against,
they may be put to shame who revile your good manner of life in Christ.” I Peter 3: 15, 16

Student Name _____ Grade _____
Second Quarter Weeks Present _____ Total Days Absent _____
Year-to-Date Weeks Present #10 - 18 (usually 18) _____

Extra Curricular
Beta Club

Teacher Name _____ Comments:
Reviewed by _____ Date _____

Teacher’s Memo: Sign in at the Second Quarter Teacher Training Session
Bring Parent Teacher Guide and Supplements in 3-ring binder

Turn in the following:

- _____ Week # 10—18 Completed Lesson Log pages with Student Attendance Chart filled in
(Attendance Chart will be signed & returned)
- _____ Attach samples of student work in math/elective and science/elective for student portfolio.
One page, copy, or photo of project is sufficient; this will be returned.
- _____ Parent Association business: donations, fundraisers, Boxtops, etc.
- _____ 8th and 12th grade cap and gown orders & payment (Please include student measurements.)
- _____ Yearbook order form and payment.
- _____ Yearbook photos with name/event/grade. These may be on a flash drive or CD or emailed to
media@keystoneacademyschool.com.
- _____ COS/final grade form with 1st semester grades column filled in. Record year-to-date
weeks present and year-to-date days absent. Keep a copy for your records.