



“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’s Name \_\_\_\_\_ Grade \_\_\_\_\_ Total Days Absent \_\_\_\_\_  
**Second** Quarter Weeks Present \_\_\_\_\_ Total Days Absent \_\_\_\_\_  
Year-to-Date Weeks Present # 10 – 18 (usually 18) \_\_\_\_\_

Extra Curricular Year to date accumulated totals  
Jr. Beta Club accumulated hours

Teacher Name \_\_\_\_\_ Comments:  
  
Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

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

Turn in the following:

- Student Portfolio:** Attach samples of student work in Bible, English, Math, Science, Social Science (History/Geography), Health, and Fine Arts. One page, copy or photo of project is sufficient; this will be returned.
- Attendance Chart:** Bring this filled in; it will be signed & returned.
- Week # 10—18 (Optional) Lesson Log pages if feedback is desired.
- Photos for yearbook labeled with student name, grade, event. These may be on a flash drive or CD or emailed to: [media@keystoneacademyschool.com](mailto:media@keystoneacademyschool.com).
- Yearbook order form and payment.
- Keystone Parent Association business: donations, fundraisers, Boxtops, etc.
- Kindergarten cap and gown order form and payment.**  
(Please include student measurements.)