



1600 F STREET ♦ NAPA, CALIFORNIA 94559 ♦ PHONE: 707-255-6499

## Grades 2-5 Grade Submission Form

Please provide a brief description of non-academic subjects.	
Music:	
Art:	
Physical Education:	
Other:	

Reporting Periods:	1	2	3	4
Days in Attendance:				
Subject: (See the Help Center Article for instructions on filling out the grade submission form.)				
Religion:				
Bible History (2 <sup>nd</sup> Grade):				
Reading				
Literature:				
Language Arts:				
Grammar:				
Composition				
Vocabulary/Spelling				
Phonics/Word Study				
Penmanship				
History				
Geography				
Mathematics:				
Science:				
Latin:				
Greek				
Other (fill in name)				
Music				
Art				
Physical Education				
Please sign and date below.				
Please be sure to sign each quarter. If filing electronically, a typed name will suffice. By signing below, I acknowledge that the above grades are my recommended grades, Kolbe Academy reserves the right to amend them, and that my student has completed all work on his own while adhering to Kolbe Academy's honor policy.				
Signature: _____				Date _____

GRADE SCALE			
A+ = 97-100	B+ = 87-89	C+ = 77-79	D+ = 67-69
A = 93-96	B = 83-86	C = 73-76	D = 65-66
A- = 90-92	B- = 80-82	C- = 70-72	F = 64 or below



1600 F STREET ♦ NAPA, CALIFORNIA 94559 ♦ PHONE: 707-255-6499

## Grades 2-5 Grade Portfolio Checklist

Please do not omit any of the following information:

Student Name: \_\_\_\_\_

School Year: \_\_\_\_\_

Grade: \_\_\_\_\_ Quarter: 

Q1	Q2	Q3	Q4
----	----	----	----

Parent Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Final Advisor Report Card will be sent to the email below.

Email \_\_\_\_\_

Send Grade Portfolio to:

By mail:	By e-mail:
Kolbe Academy 1600 F Street Napa, CA 94559	Grades K-8: <a href="mailto:k8reports@kolbe.org">k8reports@kolbe.org</a> Grades 9-11: <a href="mailto:hsreports@kolbe.org">hsreports@kolbe.org</a> Grade 12: <a href="mailto:seniors@kolbe.org">seniors@kolbe.org</a>

Please keep copies of all Grade Submission Forms and coursework samples submitted to Kolbe. You may keep original coursework samples and submit copies to Kolbe if you prefer.

Grade Submission Form with Recommended Grades	Attendance Record (w/4 <sup>th</sup> Quarter Portfolio)
Signature (on Grade Submission Form)	
<b>Column X:</b> Mark box with an X if at least one sample is included for the indicated course. Include one coursework sample per course per quarter.	
Sample Coursework (check only those that apply)	X
Religion	
Bible History (2 <sup>nd</sup> Grade)	
Penmanship	
Phonics/Word Study	
Spelling	
Vocabulary	
English Grammar	
Composition	
Reading	
Literature	
History	
Geography	
Mathematics	
Science	
Latin	
Greek	
Other (fill in name)	
<b>Samples for Music, Art, and P.E. may be brief descriptions of the class, photos, or sample artwork rather than written samples.</b>	
*Music	
*Art	
*Physical Education	