



Information Technology Division  
Grade Reporting Contact Information

Date: \_\_\_\_\_

School Name \_\_\_\_\_ Location # \_\_\_\_\_

Name of Person Responsible for Grade Reporting \_\_\_\_\_

Job Title \_\_\_\_\_

Work # \_\_\_\_\_ # Home or Cell # \_\_\_\_\_

**This person can be reached during & after school hours**

Email Address \_\_\_\_\_

**Charter School Use Only. Please provide an accurate email address**

Will the Information Technology Division be processing your grades this year? \_\_\_\_ (Y- YES, N-NO)

If yes, please indicate your school's process for recording grades during the current school year by placing a check in the appropriate space.

\_\_\_ School uses B10 to enter grades or

\_\_\_ School uses Pinnacle Grade Book/Focus to enter grades

**Note: All Grades Must be Submitted by 4:00 p.m. on the day that they are due.**

**Once completed, please email ALL forms to [jessica.bonaparte@browardschools.com](mailto:jessica.bonaparte@browardschools.com). If there are any changes during the school year, please resubmit an updated form.**

Admin Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Friday, September 11, 2020