



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

## Grade 1 Grade Submission Form

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

<b>Fine Motor Skills</b>				
<b>Reporting Periods:</b>	1	2	3	4
Cutting				
Penmanship				
Coloring				
Can Tie Shoes				
<b>Attendance</b>				
<b>Reporting Periods:</b>	1	2	3	4
Days in Attendance				

<b>Grading Scale:</b>				
M: Mastered Skill    S: Satisfactory Progress				
I: Improving    N: Needs Improvement    NE: Not Evaluated				

<b>Reporting Periods</b>	Q1	Q2	Q3	Q4
<b>Religion: Overall Grade</b>				
Participates in prayers				
Recites Our Father, Hail Mary, Glory Be				
Understanding of questions and answers				
<b>Math: Overall Grade</b>				
Comprehends math vocabulary				
Adds & subtracts up to 20				
Counting sequence to 120				
Understands place value				
Understands measurement and time				
Skip counts by 2s, 5s, and 10s				
Identifies money				
<b>Language Arts</b>				
English: Grammar, Writing Mechanics, Parts of Speech, Penmanship				
<b>Reading:</b> Comprehension, Fluency, Listening, Patterns of Language				
Phonics: Decoding, Phonemic Awareness, Sight Words				
Spelling:				
<b>Science: Overall Grade</b>				
Completion of labs and assignments				
Understands concepts presented				
Draws conclusions				
<b>History/Geography: Overall Grade</b>				
Completion of projects and assignments				
Understands concepts presented				
Draws conclusions				
Music				
Art				
PE				
<b>Please sign and date below.</b>				
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.				
<b>Signature:</b>	<b>Date:</b>			



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## Grade 1 Grade Portfolio Submission Checklist

Please do not omit any of the following information:

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

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

Grade: **1** Quarter: 

Q1	Q2	Q3	Q4
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Parent Name: \_\_\_\_\_

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

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

Final 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 send copies to Kolbe if you prefer.

<input type="checkbox"/> Grade Submission Form with Recommended Grades
<input type="checkbox"/> Signature on Grade Submission Form
<input type="checkbox"/> Attendance Record (with 4 <sup>th</sup> Quarter Portfolio)

**Column X:** 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	
Math	
Language Arts (English, Reading, Phonics, & Spelling)	
Science	
History/Geography	
<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	

### How to Use the Grade 1 Grade Submission Form

The Grade 1 Grade Submission Form is different than the submission forms used in grades 2-5 in that students are evaluated on skill mastery. When filling in the recommended overall grade for each course and the related skills, please use the GRADING SCALE listed on the submission form. Not every skill needs to be evaluated every quarter. You should save a copy of the Grade Submission Form for your records.