

Dear Parent(s)/Guardian(s) of _____,

You are receiving this letter because of your child's **previous** progress report performance(s). We are required by law to inform parent(s) and/or guardian(s) of a child's academic performance **IF** it is felt that the child **MAY** potentially **fail** a class.

This letter does **NOT** mean that your child WILL fail his/her Digital Imaging class. There is still an opportunity for your child to receive a passing grade **IF** s/he turns in their **final assignments** on the **due date December 11, 2014**.

Dates To Keep In Mind

- The **last day of school** for your child will be **December 19, 2014**.
- All teachers are required to turn in their **grades December 18, 2014**.
- I will be **collecting** the students' **assignments December 11, 2014**.

2014 NOVEMBER

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 29	4 28	5 27	6 26 Grades Turned In	7 25
10 24	11 NO SCHOOL	12 23	13 22	14 21
17 20	18 19	19 18	20 17	21 16
24 NO SCHOOL	25	26	27	28 NO SCHOOL

2014 DECEMBER

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 15	2 14	3 13	4 12	5 11
8 10	9 9	10 8	11 7 FINAL Assignments DUE	12 6
15 5	16 4	17 3	18 2 Grades Turned In	19 1

Countdown Days

I have already informed your child exactly what I will be checking **December 11, 2014**. The following image below is a screen capture of my grade book and what I will be looking for when your child turns in his/her assignments. Please ask them to clarify the assignments if you have questions. They should already know what is expected of them.

	25% of Final Grade Smaller Assignments	75% of Final Grade Final Horror Poster
Assignment Description →	Blood on Metal: Blood Quality 4 letters	1. Student Image: 5% First Read 2. Unique Title: Quality & Complete 3. Student Name & Credits: Quality 4. Layer Organization: Qual & Compl OVERALL BEHAVIOR/HABITS FINAL GRADE
	Blood Lesson: Quality of Left Eye	
	Spot Removal: Quality Mole Removal	
	Wrinkle Removal: Quality & Complete	
	Rings: Quality & Complete	
	Static: Quality & Complete	
	Lightning: Overall Quality and Layers	
	5 Thumbnails: Overall Quality	

This 20-week report card is an important one and will affect your child's overall GPA. It is very important that s/he take the **smaller assignments** and **final project** very seriously. The **final horror movie poster** is worth **75%** of your child's **final grade**.

Common reasons students have failed this class

Make certain you speak to your child about these now

- Students must be able to **work** on their assignments **independently**. According to LAUSD's grading policy, students must be able to **demonstrate an understanding of content standards**. Therefore, I can NOT help the students with their final assignments. I have provided a copy of the district's grading policy for your convenience.
- NO late assignments will be accepted.
- The more assignments/criteria your child meets the higher the grade s/he will receive. The criteria is listed above.
- Your child can NOT work on any of the assignments at home.
- Excuses will not be accepted. This includes, "I lost my flash drive." Students should work on their assignments and ALWAYS ask their classmates to save their work on their flash drives. IF a flash drive is conveniently lost the student's PRIOR grades and work habits will be factored in along with the CURRENT work habits.
- If your child's behavior has taken time away from fully instructing the class, distracted others from their classwork, and/or contributed negatively to the overall class environment your child's grade will be affected.
- I will be documenting your child's **daily work habits**. If the quality of the final project is poor AND your child has **not** diligently worked *most* of the time his/her final grade will be **negatively** affected.
- Make certain your child is present in class to do his/her class work.

Your child's previous progress report grades, work habits, and observations

5 Week Grade	
Grade	
Work Habits	
Class Participations	
10 Week Grade	
Grade	
Work Habits	
Class Participations	
15 Week Grade	
Grade	
Work Habits	
Class Participations	
DAYS ABSENT	
DAYS TARDY	

Specific observations regarding YOUR child during these months:

The Next Step
What to do with this letter

This letter is simply meant to inform you of your child's progress to date. There's no need to contact me. If anything, I encourage you to sit down with your child and discuss your child's progress and requirements to pass this class. If you wish to contact me feel free to email me for a faster response.

Sincerely,

Mr. Bodnar
 Fairfax Digital Imaging Teacher
 email: taurine75@me.com