

**FULLERTON SCHOOL DISTRICT
BUSINESS SERVICES DIVISION**

Date: July 11, 2011

To: Attendance Clerks

From: Becky Silva, Assistant Director

Subject: ATTENDANCE REPORT DEADLINES FOR 2011/2012

The following is a list of due dates for attendance reports for the 2011/2012 school year. If you have any questions as to the days taught in a given period, please refer to this chart.

Report	School Months	Days Taught	Due to District
1	August 29– September 23 August 30– September 23	19 for K-7 18 for 8 th	September 30
2	September 26 – October 21	19	October 28
3	October 24 – November 18	19	November 18 ++
4	November 28 – December 16	15	December 16 ++
*P-1			
5	January 3 – January 27	17	February 3
6	January 30 – February 24	18	March 2
7	February 27 – March 23	20	March 30
**P-2			
8	March 26 – April 27	20	May 4
9	April 30 – May 25	20	June 1
10	May 29 – June 14 May 29 – June 15	13 for K-7th 14 for 8 th	June 21
	Total Days Taught:	180	

If your report will be late or if you have any questions, please call me at extension 422 or Maria Hill at extension 419.

If a conference date has been changed, the school site calendar must be adjusted.

- ++ Be sure to “refresh” prior to running report.
- * P-1 Report due to State. Report must be on time.
- ** P-2 Report due to State. Report must be on time.