

# TARDY SIGN IN SHEET

Name

Date

Time

1.

2.

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4.

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7.

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10.

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Name

Date

Time

1

2.

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10.

# Salinas City Elementary School District

840 S. Main St.  
Salinas, CA 93901

## Deficiency Notice

Date \_\_\_\_\_

Dear Parents/Guardians:

Evaluation of your child's progress at this time indicates \_\_\_\_\_ has been doing unsatisfactory work. If significant improvement is not made in the following areas, it will be reflected on the report card.

### Subject areas that are deficient:

\_\_\_\_\_ Reading                      \_\_\_\_\_ Mathematics                      \_\_\_\_\_ ELD  
\_\_\_\_\_ Writing                      \_\_\_\_\_ History/Social Science                      \_\_\_\_\_ Spelling  
\_\_\_\_\_ Speaking/Listening                      \_\_\_\_\_ Science

### Areas of concern are:

\_\_\_\_\_ Long term assignments not completed                      \_\_\_\_\_ Poor Work on tests/quizzes  
\_\_\_\_\_ Homework not completed                      \_\_\_\_\_ Lack of cooperation  
\_\_\_\_\_ Class assignments not completed                      \_\_\_\_\_ Careless written work  
\_\_\_\_\_ Inattention in class                      \_\_\_\_\_ Poor study habits  
\_\_\_\_\_ Neglect in asking for help                      \_\_\_\_\_ Erratic effort  
\_\_\_\_\_ Make-up work not done                      \_\_\_\_\_ Lack of interest in work  
\_\_\_\_\_ Organizational skills                      \_\_\_\_\_ Absences  
\_\_\_\_\_ Tardies

Other \_\_\_\_\_

If you would like a conference, please call me at the school office listed below and I will schedule a convenient time.

Sincerely,

\_\_\_\_\_  
Classroom Teacher

<p><b>PLEASE SIGN AND RETURN TO TEACHER</b></p> <p>Parent Signature _____</p> <p>Date _____</p>
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Baldwin Park 753-6080  
Boronda 753-5615  
El Gabilan 753-5660  
H.F. Kammann 753-5665  
Laurel Wood 753-5620

Lincoln 753-5625  
Loma Vista 753-5670  
Los Padres 753-5630  
Mission Park 753-5635  
Monterey Park 753-5640

Natividad 753-5675  
Roosevelt 753-5645  
Sherwood Primary 753-5650  
Sherwood Upper 753-6083  
University Park 753-5655