



Minutes of Meeting number (7).

Code: CM7

Administered by Mr.s Israa Al-Okla

Topic of meeting	:	Trial Exam and Partial Exam Grades
Date of meeting	:	Friday, Nov.10, 2023
Attendees	:	Mr. Bassam/ Mrs. Manal / Mr.s Abir Salloum/ Mrs. Abir Ghabris / Mr. Farah/ Mrs. Ghina/ Mrs. Rayan/ Mr. Reda Tohme/ Mr. Ghassan
Absences	:	Dr. Tarek Harmoush

Began at 8:45 and adjourned at 10

No.	Topic	Decision	Responsible parties	Due date
1	Trial one exams for grade 9 and 12	Trial one exams for grade 9 and 12 are postponed till December 11 to December 18		
2	Partial 1 for all grades	Partial 1 for all grades except official grades are to be uploaded on eschool grading book by December 4; Report cards will be shared as a soft copy via eschool by Dec. 8.		
3	Copy center	Exams or papers to be photocopied must be submitted by the coordinator (except Mathematics) to the copy center before 48 hrs.		