



## Minutes of Meeting number (7).

Code: CM7

Administered by Mr.s Israa Al-Okla

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

Began at 8:45 and adjourned at 10

No.	Topic	Decision	Responsible parties	Due date
1	<b>Trial one exams for grade 9 and 12</b>	<b>Trial one exams for grade 9 and 12 are postponed till December 11 to December 18</b>		
2	<b>Partial 1 for all grades</b>	<b>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.</b>		
3	<b>Copy center</b>	<b>Exams or papers to be photocopied must be submitted by the coordinator (except Mathematics) to the copy center before 48 hrs.</b>		