

## RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street

Spring Green, Wisconsin 53588

345.12 - Exhibit 2

Phone: 608-588-2551

## **Teacher's Reply to Request for Grade Change**

Teacher's Name:	
Student's Name:	
Class:	
Date:	
I have reviewed the request for a grade change and the reasons for which the change is requested. I have reviewed my grade book and grading criteria. Based on that information, I have decided that a change (is) (is not) justified for the following reasons (attach more sheets, if necessary):	

Teacher's Signature		Date	
APPROVED:	May 27, 1999		