

FAIRFIELD LUDLOWE HIGH SCHOOL  
Office for Pupil Services and Counseling  
785 Unquowa Road  
Fairfield, CT 06824-5064  
Phone: 203-255-7232 Fax: 203-255-7244  
<http://fairfieldschools.org/schools/flhs/>



Vanessa Montorsi, Director of Pupil Services and Counseling  
Julie Delmonico, Administrative Assistant

Dear FLHS Grade 9 Parent or Guardian,

***You are receiving this letter because your child earned high school credit in at least one course in 7th and/or 8th grade.*** (Board of Education Policy #6146) During your child's ninth grade year, you can evaluate whether you wish to keep the course(s) on their transcript. By the end of the 20-21 school year, you will have the option to remove the course(s) in which your child earned high school credit while they were in middle school.

Please review your child's transcript, located in their Infinite Campus backpack, to determine which course(s) they earned high school credit(s) from the list below. If you would like to **opt your child out of receiving high school credit**, please complete this form and send it to the Director of Pupil Services & Counseling ([vmontorsi@fairfieldschools.org](mailto:vmontorsi@fairfieldschools.org)). The deadline to submit this form is **June 4, 2021**. If you cannot print or scan, please copy the following information into the body of your email, indicating your child's personal information, your first and last name, and which Middle School class(es) you want removed from your child's transcript.

If you would like your child to receive high school credit for courses they took in middle school, there is nothing more you need to do and courses will continue to appear on their transcript. Please be aware that all courses that earn high school credit will factor into a student's overall cumulative GPA. Refer to page 2 of this document for our GPA scale.

Student's First & Last Name: \_\_\_\_\_ Student's ID#: \_\_\_\_\_

Circle the course(s) taken in Middle School that you **do not** want to appear on your child's High School transcript:

- ☐ *Spanish II (elective)*
- ☐ *French II (elective)*
- ☐ *Algebra I (college prep)*
- ☐ *Geometry H (honors)*

Parent/Guardian Signature/Date: \_\_\_\_\_

**IF YOU DO NOT OPT OUT THROUGH THIS FORM, THE CLASS WILL APPEAR ON YOUR CHILD'S TRANSCRIPT.**

Best Regards,

Vanessa Montorsi  
Director of Pupil Services & Counseling

**WEIGHTING SYSTEM USED TO COMPUTE OFFICIAL GPA**

The numerical value assigned to final grades based on course level, found below. Fairfield High Schools do not report class rank.

<b>GRADE</b>	<b>AP</b>	<b>Honors</b>	<b>Elective</b>	<b>College Prep</b>
<b>A+</b>	5.00	4.67	4.67	4.33
<b>A</b>	4.67	4.33	4.33	4.00
<b>A-</b>	4.33	4.00	4.00	3.67
<b>B+</b>	4.00	3.67	3.67	3.33
<b>B</b>	3.67	3.33	3.33	3.00
<b>B-</b>	3.33	3.00	3.00	2.67
<b>C+</b>	3.00	2.67	2.67	2.33
<b>C</b>	2.67	2.33	2.33	2.00
<b>C-</b>	2.33	2.00	1.67	1.67
<b>D+</b>	2.00	1.67	1.33	1.33
<b>D</b>	1.67	1.33	1.00	1.00
<b>D-</b>	1.33	1.00	0.67	0.67
<b>F</b>	0.00	0.00	0.00	0.00