

## **REPORT CARDS/PROGRESS REPORTS**

The Superintendent will be responsible for ensuring the development of a system for communicating information regarding student achievement and academic progress to students and parents. The progress reporting system shall be approved by the Board. Within this system, grades, proficiency levels, performance notations, narratives, and other forms of reporting should be understandable to parents and should indicate how the student is progressing relative to achievement of the state standards as well as performance in specific courses or content areas.

As a component of the system, a report card will be issued for each student at regular intervals to be reviewed by the student's parent/guardian.

Interim progress reports indicating deficiency or a need for remedial intervention or improvement in performance may be issued at any time.

For students K-6, the principal, or other designated person will provide written notification to students and parents by the end of the second trimester if the student may not advance to the next grade because he/she has not met the content standards of the state standards for the student's grade span and/or other reasons.

For students in grades 7, 8, the principal or other designated person will provide written notification to students and parents by the end of third quarter if the student may not advance to the next grade because he/she has not met the content standards of the state standards for the student's grade span and/or other reasons.

In addition to progress reports and report cards, for students in 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grade, students and parents will receive formal notification by the end of quarter 4 of insufficient progress. Students seeking a diploma will be notified of insufficient progress and may not qualify for a high school diploma at the end of 1<sup>st</sup> semester, end of 3<sup>rd</sup> quarter and end of 4<sup>th</sup> quarter.

Cross Reference: IKE – Promotion, Retention and Acceleration  
ILA – Student Assessment  
IK – Student Achievement – Evaluation of Student  
Achievement/Proficiency

Adopted: February 10, 2016