



*Center Area  
School District*

SECTION: PUPILS

TITLE: REPORTING PUPIL PROGRESS

ADOPTED: JANUARY 22, 2004

REVISED: JULY 31, 2007

212. REPORTING PUPIL PROGRESS	
1. Purpose Pol. 216	The Board believes that the cooperation of school and home is a vital ingredient in the growth and education of the whole child. It recognizes its responsibility to keep parents informed of student welfare and progress in school. It also recognizes the effects of State Board Regulations and Federal Regulations governing school records. (Policy 216)
2. Authority	The Board directs the establishment of a system of reporting student progress (i.e. progress reports, report cards, electronic reports and written reports). Upon request, parent conferences shall require all appropriate staff members to comply and attend as part of their teaching responsibility.
3. Delegation of Responsibility	<p>The Superintendent in conjunction with appropriate teaching staff members shall develop procedures for reporting student progress to parents or guardians which:</p> <p style="padding-left: 40px;">Utilize various methods of reporting appropriate to grade level and curriculum content;</p> <p style="padding-left: 40px;">In addition to our district's electronic grade reporting system, both student and parents must receive <u>timely/early</u> warning of a pending grade of failure or one that would adversely affect the student's status. This warning (i.e. email, phone call, parent conference or written communication) must be documented.</p> <p style="padding-left: 40px;">Enable the scheduling of parent-teacher conferences at such time and in such places as will ensure the greatest degree of participation by parents, and not preclude the participation of either parent; and</p> <p style="padding-left: 40px;">Specify the issuance of report cards at intervals of not less than nine (9) weeks.</p> <p style="padding-left: 40px;">Specify that student progress is reported and updated through the district's electronic grade reporting system no less than on a weekly basis.</p>