

WILKINSBURG SCHOOL DISTRICT

TITLE: REPORTING STUDENT
PROGRESS

ADOPTED: May 25, 2004

REVISED:

212. REPORTING STUDENT PROGRESS	
1. Purpose Pol. 216	<p>The Board believes that cooperation between school and home is a vital ingredient in the growth and education of each student. The Board acknowledges the school's responsibility to keep parents/guardians informed of student welfare and academic progress and also recognizes the effects of state and federal laws and regulations governing student records.</p>
2. Authority	<p>The Board directs establishment of a system of reporting student progress that requires all appropriate staff members to comply, as part of their teaching responsibility, with a reporting system which includes academic progress reports, report cards, and parent/guardian conferences with teachers.</p>
3. Delegation of Responsibility	<p>The Superintendent or designee, in conjunction with appropriate staff members, shall develop procedures for reporting student progress to parents/guardians.</p>
4. Guidelines	<p>Various methods of reporting appropriate to grade level and curriculum content shall be utilized.</p> <p>Both student and parent/guardian shall receive ample warning of a pending grade of failure, or one that would adversely affect the student's academic status.</p> <p>Scheduling of parent-teacher conferences should occur at times and places that ensure the greatest degree of participation by parents/guardians, and do not preclude the participation of either parent/guardian.</p> <p>Report cards shall be issued at intervals of not less than nine (9) weeks.</p> <p>Review and evaluation of methods of reporting student progress to parents/guardians shall be conducted on a periodic basis and involve students, staff, and parents/guardians in the review.</p> <p>It is the Board's belief that most parents/guardians are vitally interested in the educational progress of their children and appreciate an honest evaluation. Unpleasant situations should be presented as objectively and courteously as possible.</p>

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	<p>Although teachers must avoid arguing or disputing with a parent/guardian, unpleasant situations sometimes arise. These situations should be referred to the principal, who may call upon the Superintendent for assistance. A written report of these situations, and their disposition, will be made by the principal to the Superintendent.</p>
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