

R 5420 REPORTING PUPIL STUDENT PROGRESS

A. Purpose

The purpose of reporting the educational progress of ~~pupils~~ **students** is to:

1. Inform parent(s) ~~or legal guardian(s)~~ of the progress children have made in school;
2. Apprise ~~pupils~~ **students** of their progress in school;
3. Prompt teachers to make periodic, formal assessments of each ~~pupil's~~ **student's** progress;
4. Provide a cumulative record of a ~~pupil's~~ **student's** progress through the educational system; and
5. Enable each ~~pupil~~ **student** to gain a positive sense of his/her intellectual, social, emotional, and physical abilities and growth toward effective citizenship.

B. Frequency

1. Report cards will be issued ~~a minimum of three times a year in grades K-5 and four times a year in grades 6 – 12.~~
2. The schedule of dates on which report cards will be issued, ~~will be published in the parent and pupil handbooks distributed by each school so that parents or legal guardians can anticipate the receipt of a report card~~ **made available on the student information system at the beginning of each school year.**
3. Parent(s) ~~or legal guardian(s)~~ and ~~pupils~~ **students** will be notified ~~in writing~~ of the possibility of a failing grade at the mid-point of the marking period.
4. Parent(s) ~~or legal guardian(s)~~ and ~~pupils~~ **students** will be notified in writing of the possibility of a ~~pupil's~~ **student's** retention at grade level in accordance with Policy No. 5410.
5. ~~Notices given pursuant to B2 and B3 will be sent home with the pupil.~~



5. Nothing in this regulation should discourage teachers from implementing various forms of communication, as frequently as the circumstances dictate, to keep parent(s) ~~or legal guardian(s)~~ informed of the educational progress of their children.
- C. Report Card Form
1. The form of report cards will be periodically reviewed in order to ensure that report cards effectively and accurately report ~~pupil~~ **student** progress.
 2. Grades will be determined in accordance with Regulation No. 2624.
 3. ~~At the elementary level, R~~report cards will report individual academic, ~~personal,~~ **emotional** and social growth as well as work and study habits.
 - a. ~~The Kindergarten report card will stress the degree of mastery of skill achieved.~~
 - b. ~~The primary grades report card will record a specific symbol for both effort and degree of mastery of specific skills.~~
 - c. ~~The intermediate grades report card will record both effort and degree of mastery of specific skills and will include the instructional level achieved by the pupil in reading, spelling, and mathematics.~~
 4. At the middle school and high school levels, report cards will record pupil achievement in academic subjects, as well as the pupil's personal growth and development.
 5. Report cards at all levels will record the ~~pupil's~~ **student's** absences and tardiness.
 6. Report cards ~~forms~~ will include space for the classroom or homeroom teacher's personal comments on the ~~pupil's~~ **student's** ~~personal~~ growth and development.
 7. ~~Report card forms will include space for the parent(s) or legal guardian(s) signature, comments, and request for a conference with the teacher.~~
- D. Parent Teacher Conferences

Parent teacher conferences will be conducted in accordance with Policy ~~No.~~ 9280.

Adopted: 15 January 2013

Revised:

