

609.2 Reporting Student Progress

Policy

The Board believes effective and timely communication from schools to parents/guardians and students on student progress contributes to student growth and achievement.

Division schools shall provide reports communicating student progress to students and parents/guardians. Additional communication between teachers and parents/guardians is encouraged on an ongoing basis.

Division schools shall provide formal reporting in the form of a report card on a minimum of:

- two occasions per semester if the student's program is semestered; or
- three occasions annually if the student's program is non-semestered.

Regulations

1. Reporting formats shall be reasonably consistent within elementary, middle, and high schools.
 - 1.1. All schools shall use Division approved report cards.
 - 1.2. Significant revision of report cards shall only be carried out in consultation with appropriate stakeholders, including parents/guardians.
2. A final report card shall be provided at the end of the year or semester (as appropriate) and shall include:
 - 2.1. an assessment of the student's performance and progress for the entire term/semester by program, subject, or course; and
 - 2.2. placement, promotion and retention shall follow Division policy 609.3 Placement, Promotion and Retention.
3. Preceding or following the issuance of each report card, with the exception of the final one, opportunities shall be provided for the parents/guardians to consult with their child's teachers.
4. Paper copies of report cards can be made available.
5. Final grades may be appealed in accordance with Division policy.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Division Policies: 609.1 Assessment of Student Achievement, 609.3 Placement, Promotion and Retention, 609.6 Parent-Teacher Interviews, 505.9 Appeals