

NUMBER:	PS 424
EFFECTIVE:	01/24/1996
REVISION:	3/12/2003
PAGES:	1

Statement of.....

## **Policy and Responsibility**

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SUBJECT: REPORTING OF STUDENT PROGRESS

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- I. Parent/Student Access to Grades and Progress Reports
  - a. Teachers in grades K-12 will provide secure access by parents and students to student grades and progress reports.
  - b. Access will be provided through use of the District's student information system (Aspire)
  - c. Teachers in grades K-6 will update their electronic grade book at a minimum, every other week.
  - d. Teachers in grades 7-12 will update their electronic grade book each week.
- II. Students Failing

Teachers in grades K-12 will provide notice to parents/guardians when a student is failing or is at risk of failing. For grades 7-12, notices will be reported a minimum of three times during the term. Minimum reporting periods will be prior to midterm, at midterm, and two weeks before the end of the term.