

Book	Policy Manual
Section	200 Pupils
Title	Reporting Student Progress
Code	212 Vol I 2023
Status	Second Reading
Last Revised	March 23, 2023

Purpose

The Joint Operating Committee recognizes that communication between the center (school) and home is a vital component in the growth and education of each student. The Joint Operating Committee acknowledges the center's (school's) responsibility to keep parents/guardians informed of student welfare and academic progress.

Authority

The Joint Operating Committee directs that the center's (school's) instructional program shall include a system of measuring all students' academic progress.[\[1\]](#)[\[2\]](#)

The Joint Operating Committee directs the Administrative Director to establish a system of reporting student progress that includes academic progress reports, grade reports, and parent/guardian conferences with teachers.[\[3\]](#)

Delegation of Responsibility

The Administrative Director or designee shall develop administrative regulations for reporting student progress to parents/guardians.

The Administrative Director or designee shall provide the home education program supervisor of a home education student participating in a career and technical education program with a grade for each course completed, in accordance with applicable law. The home education program supervisor shall be responsible for maintaining the material in the student's portfolio of records.[\[4\]](#)[\[5\]](#)

All appropriate staff members, as part of their professional responsibility, shall comply with the systems established for measuring and reporting student progress.[\[6\]](#)[\[7\]](#)

Guidelines

{ } Various methods of reporting shall be utilized.

{X} Both student and parent/guardian shall receive ample warning of a pending grade of failure, or one that would adversely affect the student's program status.

{X} Scheduling of parent-teacher conferences should occur at times that ensure the greatest degree of participation by parents/guardians.

{X} Grade reports shall be issued at mid-quarter intervals and quarterly intervals. ~~of not less than~~ _____.

{ } Review and evaluation of methods of reporting student progress to parents/guardians shall be conducted on a periodic basis.

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Legal	1. 22 PA Code 4.11
	2. Pol. 127
	3. 24 P.S. 1850.1
	4. 24 P.S. 1327.1
	5. Pol. 201
	6. 24 P.S. 1531
	7. 24 P.S. 1532
	Pol. 102
	Pol. 138
	Pol. 216