

**M.S.A.D. #12 POLICY  
REPORT CARDS/PROGRESS REPORTS**

The Superintendent will be responsible for ensuring the development of a system for communicating information regarding student achievement and academic progress to students and parents. This system shall be approved by the Board. Within this system, grades, proficiency levels, performance notations, narratives, and other forms of reporting should be understandable to parents and should indicate how the student is progressing relative to achievement of the content standards of the Learning Results as well as performance in specific courses or content areas.

As a component of the system, a report card will be issued for each student at regular intervals at the end of each quarter to be reviewed and signed by the student's parent/guardian.

Interim progress reports indicating deficiency need for remedial intervention, or improvement in performance may be issued at any time.

The classroom teacher and/or guidance counselor will provide written notification to students and parents by the end of the third quarter if the student may not advance to the next grade or if the student may not qualify for a high school diploma because he/she has not met the required standards.

Cross Reference:     IK – Student Achievement/Evaluation of Student Achievement  
                          IKE – Promotion, Retention and Acceleration  
                          ILA – Student Assessment/Local Assessment System

**Adopted: September 13, 2005**