

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 Windham School Committee. Within this system, grades, proficiency levels, 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.

The Windham School Department will inform students and their parents / guardians of student progress through a comprehensive reporting system composed of:

1. A report to indicate whether or not a student is making adequate progress towards meeting the standards of the Maine Learning Results. This report will be issued annually to parents / guardian.
2. A report card issued to each student at the end of each grading period, to be reviewed and signed by the student's parent / guardian.
3. Interim progress reports indicating deficiency, need for remedial intervention, or improvement in performance may be issued at any time.

The Principal 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;
- if the student may not qualify for a high school diploma because he/she has not earned the required credits.

Cross Reference: AEC – Accountability – Reporting to the Public
 IK – Student Achievement / Evaluation of Student Achievement
 IKE – Promotion, Retention and Acceleration
 ILA – Student Assessment / Local Assessment System

Adopted: 1988

Revised First Reading: _____ May 21, 2008 _____

Revised Second Reading: _____ June 18, 2008 _____