

# Wilson County Board of Education

Policy Description:  Reporting Student Progress	Policy Number: 4.601	Amended Date: 04/06/09
	Rescinds: Board Minutes	Issued: 11/05/01

1 The Wilson County School Board, believing that the cooperation of a school and home is a vital ingredient to the  
2 growth and education of each child, recognizes its responsibility to keep parents informed of student welfare and  
3 progress in school.

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5 The Board directs the establishment of a system of reporting student progress, which shall include written reports  
6 and parent conferences with teachers and shall require all appropriate staff members to comply with such a  
7 system as part of their professional responsibility. The Director of Schools, in coordination with staff members,  
8 will develop procedures for reporting student progress to parents which:

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- 10 1. Ensure that both student and parent receive ample warning of a pending grade of "failure", or one that  
11 would adversely affect the student (i.e. a drop of two letter grades, missing major project deadlines,  
12 major tests, etc.).
  - 13 2. Enable the scheduling of parent teacher conferences at such times and in such places as will ensure  
14 the greatest degree of participation by parents.<sup>1</sup>
  - 15 3. Specify the issuance of report cards at intervals no greater than nine (9) weeks, with all schools using  
16 the same interval.
  - 17 4. Ensure a continual review and improvement of methods of reporting student progress to parents.
  - 18 5. Ensure the inclusion of the State Board of Education end-of-course examination test scores in the  
19 student's grade as follows:

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- 21 ■ Results of individual student performance from all administered end of course tests, including  
22 the three gateway examinations, shall be provided to the individual teacher in a timely fashion  
23 to facilitate the inclusion of these results as part of the student's grade in that subject. This  
24 result shall count up to twenty-five percent (25%) as per the State Department of Education of  
25 the student's grade in the semester in which the test was administered.
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27 The Director of Schools shall establish suitable uniform procedures for marking and reporting the progress of  
28 students to their parents. Exceptions to the uniform plan may be authorized by the Director of Schools.

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<sup>1</sup> 28 CFR § 36.201-2