

**WINSLOW PUBLIC SCHOOLS
25 MESSALONSKEE AVENUE
WATERVILLE, ME 04901**

REPORT CARDS/PROGRESS REPORTS

The Winslow School Committee recognizes the need to communicate student achievement to students and parents. Consequently, the School Committee expects the professional staff to devise and maintain a variety of reporting methods so that each parent may be apprised of the child's progress in the light of school goals.

A grade report card will be issued for each student at the end of each of the four quarters of the school year. The grade report will show the student's grades and appropriate comments concerning performance. Report cards will be sent home for preview and signature of the student's parent(s)/guardian(s).

Interim progress reports indicating deficiency or improvement may be sent at any time but are generally issued at the midpoint of the ranking period for deficiency in any area.

A meeting with each student's parent(s)/guardian(s) will be scheduled twice during the school year.

In all instances of possible non-advancement or failure in any course, parents shall be informed of such probability well in advance (usually by the third ranking period) and a conference sought. Whenever such situations appear imminent, the teachers concerned shall also seek the advice and help of guidance and other special services personnel, as appropriate.

ADOPTED: Prior to 1984; **REVISED:** January 7, 1991; May 21, 2003

CROSS REFERENCE: IK – Academic Achievement

SOURCE: Board Policy