

Report card/interim reports

Frequency of reports

- A grade report will be sent to each student's parent or guardian at the end of each grading period. Report cards will be issued every 4 $\frac{1}{2}$ weeks for high school, 9 weeks for middle school (interim reports are issued every 4 $\frac{1}{2}$ weeks) and 6 weeks for elementary school.
- A teacher is required to contact parents when a student shows unsatisfactory progress by the midpoint of a grading period or thereafter.

Format of reports

- The kindergarten, elementary or secondary report cards will be used by every school (except Discovery School and Barr Street Learning Center) in the district. Discovery School will use multiple intelligences/narrative report cards.
- The district report card for middle and high school is a computer-generated report card.
- In first grade, teachers will indicate on report cards each student's progress toward mastering standards.
- On all report cards, grades 2-5, teachers will record the letter and numerical averages.
- Teachers in grades 6-12 record numerical grades only.

Comments on report cards

- A comment may be made by the teacher in the comment section of the report card for any and each failing grade a student receives.
- Any comment on a student's traits or behavior pattern must be objective.