

## POLICY 4090

### Student Progress Reporting

- A. Progress reports to students and parents are essential to assist students in achieving maximum levels of academic performance and behavior.
- B. For grades 9-12, formal grades and associated credit (0.5 units per class passed) will be issued and posted to an official transcript only at the end each trimester. District student accounting programs, grade books, and calendars will be based on the trimester.
- C. Each school will develop a process that makes mid-trimester progress reports available to students and parents in a format convenient for parents.
- D. Teachers will keep records current and update the District's electronic grade book weekly. The electronic grade book will allow parents on-line access to the most current information about student achievement and attendance.
- E. Grades on report cards will accurately reflect a student's academic proficiency in relation to course standards.
- F. Parent Teacher Conferences will be held a minimum of two (2) times each school year.
- G. Parents shall be alerted and conferred with as soon as possible when a child's academic performance, citizenship, or behavior becomes unsatisfactory or shows marked or sudden deterioration.