

REPORTS TO PARENTS/GUARDIANS

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ACPS shall regularly inform parents or guardians of their children’s progress in school, including academic achievements, social development, and conduct.

ACPS shall issue report cards at the end of each nine (9) weeks during the school year, four (4) reports being made each year. The teacher shall send interim reports, issued in the middle of each quarter, to all parents or guardians of middle school and high school students. At the elementary level, the teacher shall send an interim report to parents/guardians if the student’s achievement is unsatisfactory or grades drop two grade levels.

In addition to periodic reports, the teacher shall notify parents/guardians when there is a departure from normal individual student progress or behavior between reporting dates or when additional support is needed to assist the student.

The teacher shall also contact parents/guardians when students show outstanding performance and achievement. The School Board encourages contacts between parents/guardians and teachers. All forms and methods of communication shall be encouraged: parent/guardian-teacher conferences, guidance counseling sessions, telephone conversations, contacts via other electronic communication devices, mail, home visits by teachers, and school visits by parents/guardians.

The School Board directs the administration to develop progress reporting guidelines in accordance with this policy.

- Adopted: January 9, 1997
- Amended: July 1, 2005
- Amended: January 22, 2015

Cross Refs: IKE - Academic Progress/Promotion/Retention