



**NORTH ALLEGHENY
SCHOOL DISTRICT**

SECTION:	PUPILS
TITLE:	REPORTING STUDENT PROGRESS
ADOPTED:	7/20/16
REVISED:	

212- REPORTING STUDENT PROGRESS

Section 1. Purpose

- a. The Board believes that cooperation between school and home is a vital ingredient in the growth and education of each student. The Board acknowledges the school's responsibility to keep parent(s)/guardian(s) informed of student welfare and academic progress and also recognizes the effects of state and federal laws and regulations governing student records.
- b. Based upon recommendation of the Committee on Evaluation and Reporting, the North Allegheny School Board adopted the following as official policy so that greater uniformity in evaluation of student work and reporting of student progress may be realized.

Section 2. Authority

The Superintendent will develop a system of reporting student progress that requires all appropriate staff members to comply, as part of their teaching responsibility, with a reporting system which may include academic progress reports; IEP progress reports, where applicable; report cards and parent(s)/guardian(s) conferences with teachers.

Section 3. Definitions

Evaluation - that process by which we endeavor to ascertain and appraise progress and/or achievement of students as related to predetermined objectives. Reporting is the process of communicating to students and parents the results of evaluation.

- a. Evaluation serves a primary purpose of determining how well students have mastered goals and objectives of the curriculum.
- b. Evaluation serves a secondary purpose of providing information useful in reporting to parents and other persons as necessary.
- c. Evaluation and reporting should serve to encourage pupils rather than to

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Pol. 216

Pol. 000, 213, 215

Pol. 105, 106

discourage them.

- d. Evaluation and reporting must be understandable by pupils.

Section 4. Procedures of Evaluation and Reporting

- a. The statement of the goals, objectives, and requirements of each course should be developed and provided to the students for evaluation purposes. This material should include the elements that will be used to establish report card grades.
- b. Elective courses should be defined and described so that students and parents know the content and requirements prior to course selection.
- c. The number of report cards per year should be four at regular intervals in conjunction with the posting of interim grades online via the Student Data Portal. No failing grade should be issued at the end of a grading period unless a parent/guardian is contacted prior to the issuance of such grade.
- d. For classes that meet on a part-time basis, such as physical education, report card grades should be issued at the end of each semester. Unified Arts report card grades will be issued at the end of each six, nine or twelve-week period. Student progress should be posted on the Student Data Portal.
- e. The administration may designate certain classes, when feasible, to be reported on a pass/fail basis with the provisions that such classes would not be included in determining class rank or quality point evaluation.
- f. Grading System - Teachers must make a continuous evaluation of pupil progress and that information will be recorded in a well-organized manner in the teacher's electronic grade book.*

*Parents of students doing failing work or who have dropped two letter grades must be notified during the interim reporting period.

Section 5. Report Cards

- a. Every pupil enrolled in the North Allegheny School District shall have access to a report card according to the following schedule:
 - Elementary- once every nine week
 - Secondary - once every nine weeks
 - Middle Level Unified Arts, Music, and Health and Physical Education - once every twelve weeks or as appropriate by course length
- b. All parent(s)/guardian(s) have online access to the Student Data Portal in

Pol. 204.1, 216

order to view academic student progress.

- c. A paper version of a report card will be distributed upon parent or guardian request.
- d. Unexcused Absence and Grades - Where absences are due to truancy or cutting classes, the student will not be given the privilege of making up any work which he/she missed. The student will be given a (0) grade for any class work which resulted in letter grades for those students present. If a test were given on the day of such absence the student would receive an (0) grade for the test. If some homework assignment were handed in which was given a letter grade for the rest of the students, the absent student would be given a (0) for such work. In case of student suspension see Policy 216.

References:

SC 24 P.S. Sec. 914

The Family Educational Rights and Privacy Act (FERPA)

20 U.S.C. 1232g; 34 CFR, Part 99

Board Policy 000, 105, 106204.1, 216

Replaces Policy:

3210