

Houston County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Reporting Student Progress	Descriptor Code: 4.601	Issued Date: 07/08/13
		Rescinds: IHAB	Issued: 01/09/95

Student report cards shall be provided at least once every nine (9) weeks during the school year. The reporting procedure shall be in writing and shall be uniform for all reporting periods during each school year.¹ Each report shall be signed by the parents and returned promptly to the school.

Student report cards shall indicate the students' attendance, academic progress and other information necessary to communicate effectively with the parents.

In addition to the regular report cards, principals and teachers are encouraged to confer with parents on the educational progress of their children. Teachers shall consult with parents of students who are working at an unsatisfactory level or whose performance shows a marked or sudden deterioration. Parents shall be notified by the teacher as early in the school year as possible if the retention of a student is being considered.

DRIVER'S LICENSE REVOCATION

Any student fifteen (15) years of age or older who becomes academically deficient shall be reported to the Department of Safety for driver's license revocation.

A student shall be deemed academically deficient if he/she has not received passing grades in at least three (3) full unit subjects or their equivalency at the end of semester grading.

A copy of the notice sent to the Department of Safety by the attendance teacher or the director of schools or his/her designee shall also be mailed to the student's parent or guardian.²

PARENT CONFERENCES

At least two (2) times during the school year, conferences shall be scheduled in which parents and teachers may discuss any pertinent problems or other matters of concern regarding the development and education of each student. These scheduled conferences shall not use any portion of the 180 days of classroom instruction.³ The director of schools shall be responsible for scheduling and coordinating system-wide conferences. Conferences shall be physically accessible to all students, parents and/or guardians.⁴

Legal References:

1. TRRIMS 0520-1-3-.05(3)(a); TCA 49-6-901
2. TCA 49-6-3017; TCA 55-50-511(a)(b); TCA 55-50-512(a)(d); TCA 55-50-513
3. TCA 49-6-7002
4. 28 CFR § 36.201-2

Cross References:

- School Calendar 1.800
- Section 504/ADA Grievance Procedures 1.802
- Grading System 4.600
- Staff Time Schedules 5.602
- Attendance 6.200