

Dear Parent/Guardian,

The Palm Beach County School District uses a report card that identifies student progress toward grade level standards. You will receive three report cards this school year.

This report card tells you how your child is performing based on the standards which define what students should know and be able to do by the end of the year at each grade level. The report card provides information about how a student is performing towards mastery of end of year standards based upon what has been taught, practiced, and assessed. The report card has two types of marks: *Performance Codes* and *Standard Codes*.

### Performance Codes

Based on progress toward meeting the grade-level standards

- EX **Exemplary** - Demonstrates broad in-depth skill/concept development that most often exceeds grade-level standards
- PR **Proficient** - Demonstrates skill/concept development that meets grade-level standards
- AP **Approaching** - Demonstrates skill/concept development that is beginning to meet grade-level standards
- ND **Needs Development** - Demonstrates skill/concept development that is significantly below grade-level standards

OR

Based on progress toward meeting the grade-level Access Points

### Standard Codes Given for each standard

- X Student meeting standard
- # Student not yet meeting standard
- 0 Not assessed during this trimester

The **Performance Code** is based on your child’s progress toward meeting the grade level standards. The code EX- Exemplary means the student demonstrates broad in-depth skill/concept development that most often exceeds grade level standards; PR- Proficient means the student demonstrates skill/concept development that meets grade level standards; AP- Approaching means the student demonstrates skill/concept development that is beginning to meet grade level standards; and ND- Needs Development means the student demonstrates skill/concept development that is significantly below grade level standards. The Performance Code represents a child’s overall understanding of all standards taught within a particular trimester. All assessments/tasks are analyzed to determine level of mastery of the standards as well as the level of complexity of assessments/tasks. The Performance Code is determined based on students’ demonstrating mastery with multiple pieces of evidence that they can reliably perform the skill or meet the standard of the content taught so far.

The **Access Points** Performance Codes are based on progress towards or mastery of the aligned grade level Access Points.

The **Standard Code** connects to the Florida Standards which may be found online at <https://www.cpalms.org/Public/search/Standard>. On the report card, the standards are grouped and progress is reported in categories such as strands, clusters, and Big Ideas. The Standard Codes mark a child’s progress toward meeting specific

standards in which the student received instruction. An “X” means the standard is being met, “#” means the student is not yet meeting the standard, and a “0” means the standard was not assessed during this time.

Art, music, and physical education teachers will give marks for effort and participation in the **Fine Arts** section of the report card. The “#” symbol indicates a student is not yet showing mastery, and an “X” means the area is acceptable.

The **Supplemental Education Plans** section indicates whether your child has a supplemental education plan. An (X) mark next to a plan means your child has a plan in place.

**The Teacher Comments** are given each reporting period. Teacher comments in reporting periods 1 and 2 will indicate whether your child is on track for promotion. **End of the Year Teacher Comments** will only be marked in reporting period 3 and will tell you if your child has been promoted or retained.

At the bottom of the report card is **Trimester Absences and Tardies**. The attendance section shows the number of days present, absent, and tardy. Excessive absences and tardies are cause for concern.

New this year, Elementary Progress Reports and Report Cards can be found on the SIS Gateway and/or sent via emailed. If you do not have access to the SIS Gateway, contact your school and get a copy of the SIS Gateway letter which contains all of the information you need to register for an account. Also, ensure your child's school has the most up to date email address for you.

After reviewing the report card, if you still have questions or concerns about your child's progress, please contact your child's teacher for a conference. The intent of the standards-based report card is to communicate each child's progress so that parents/guardians, teachers, and administrators can better serve individual student's needs. As a parent/guardian, you play an important role in supporting the school's efforts to raise student achievement.

Sincerely,

Principal