

Reporting of Student Progress

1. Progress Reports

- a. Progress reports are issued to communicate to the student, parent and the sending school the student's achievement in the program.
- b. Reports will be issued on three posted dates during the marking period.
- c. Progress reports inform the student, parent and the sending school of both positive and negative performance.

If the student's average for a 15 day period is less than 70% and/or any other indications of a potential failing grade or the inability to achieve a Certificate of Completion are present, a progress report must be issued. Any marking period failing grade must have been preceded by a progress report.

2. Parent Conferences

The Supervisor of Career and Technical Education is to oversee the scheduling of Parent Conferences. Parent conferences are to be scheduled in a manner that ensures the greatest degree of participation by parents.

3. Reporting Progress Review

The Supervisor of Career and Technical Education shall ensure that every five years a review process occurs, including EASTERN's staff, home school, parents and students, in order to consider and improve upon the methods of reporting student progress to parents.

Adopted: 6/19/13