

IHAB-R Report Cards

9/19/19

RATIONALE/OBJECTIVE:

The Accountability and Research Division, in conjunction with the Teaching and Learning Division shall devise a system to report student progress to parents/guardians.

RULE:

See Administrative Rule IHA-R (Grading Systems) for guidelines regarding the changing of a student's grade.

A. ELEMENTARY SCHOOL:

Student progress in the elementary schools shall be reported as follows:

1. Progress updates shall be available to parents/guardians after 4.5 weeks of each quarter.
2. Progress reports describing the student's progress in grades K-5 shall be available to parents/guardians at the end of each nine-week period.
3. Parent-teacher conferences shall be scheduled with parents/guardians of all elementary students (Administrative Rule IED-R [Scheduling for Instruction]).
4. It should be the responsibility of teachers to notify parents/guardians of students' scholastic deficiencies.
5. Reports indicating pupil placement for the next school year will be mailed to parents/guardians after the close of each school year if a stamped, self-addressed envelope is provided by the parent/guardian, or parents/guardians may request a copy in accordance with Administrative Rule JR-R (Student Records).

B. MIDDLE SCHOOL:

1. Grades of students in grades 6-8 shall be available to parents/guardians at 4½-week and/or six-week intervals and when the final course grade is given at the close of the scheduling term.
2. It shall be the responsibility of teachers to notify parents/guardians of students' scholastic achievements and deficiencies through progress updates. These may include deficiencies on progress reports as well as deficiencies related to the continuation criteria for advanced content courses.
3. Schools should make efforts to inform parents/guardians/students when the student is in danger of failing a course. Where possible, a deficiency notice (academic alert/progress update) should precede a failing grade by a minimum of ten school days.
4. Report cards may be mailed to parents/guardians after the close of each school year if a stamped, self-addressed envelope is provided by the parent/guardian, or parents/guardians may request a copy in accordance with Administrative Rule JR-R (Student Records).

C. HIGH SCHOOL:

1. Grades of students in grades 9-12 shall be available to parents/guardians at six-week intervals and when the final course grade is given at the close of the semester.
2. Schools should make efforts to inform parents/guardians/students when the student is in danger of failing a course. Where possible, a deficiency notice (academic alert/progress update) should precede a failing grade by a minimum of ten school days.
3. Progress reports may be mailed to parents/guardians after the close of each school year if a stamped, self-addressed envelope is provided by the parent/guardian, or parents/guardians may request a copy in accordance with Administrative Rule JR-R (Student Records)

D. NON-CUSTODIAL PARENT ACCESS:

See Administrative Rule JC(1)-R (Non-Enrolling Parent Rights) regarding access to student records by non-enrolling parents.

Adopted: 8/11/82

Revised: 4/28/83; 7/11/84; 8/8/84; 7/11/85; 6/25/92; 7/28/94

Reviewed: 6/1/02

Reclassified an Administrative Rule: 9/1/04

Revised: 8/13/08

Revised and re-coded: 9/27/12 (Previously coded as Administrative Rule IKAB)

Revised: 11/13/13 (to be effective 7/1/14); 7/25/16; 9/19/19

Legal Reference

O.C.G.A. 20-2-989.20

Grade Integrity

Rule 160-4-2-.13

Statewide Passing Score

Rule 160-5-1-.07

Student Data Collection