

PROGRESS REPORT

To the Parents of _____ Grade _____ Subject _____ Date _____

This report is used to communicate with parents between card marking periods. Parents can assist by discussing this report with the student and by encouraging maximum effort.

Attributes

Student does:

- ___ Use time effectively
- ___ Strive to improve
- ___ Seek help as needed
- ___ Have good study habits
- ___ Exhibit creativity
- ___ Contribute positively

Academic Suggestions

Student should:

- ___ Complete assignments
- ___ Submit work promptly
- ___ Participate more in class
- ___ Seek teacher's help
- ___ Bring materials regularly
- ___ Follow directions
- ___ Work to capacity
- ___ Improve test marks
- ___ Make-up tests

Personal Suggestions

Student should:

- ___ Show more effort
- ___ Make better use of time
- ___ Bring uniform regularly
- ___ Reduce: Absence__Tardiness__
- ___ Eliminate excessive talking
- ___ Be more considerate of others
- ___ Improve attitude toward school
- ___ Show better self-control
- ___ Reduce conflicting interests

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___ I would like to confer with you. Please call me between ___ and ___ (a.m./p.m.)

Further Comments:

Approximate Grade: (optional)

Key

Teacher's Signature _____

Effort 1 2 3 4 5

1 = Excellent
5 = Poor

Achievement A B C D E

Behavior 1 2 3 4 5

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Parents: Please respond, sign, and return yellow copy to teacher.

Parental Comment: _____

___ I will contact you.

Parent's Signature _____

Date _____

- White Copy - Parent
- Yellow Copy - Parent (SIGN AND RETURN)
- Pink Copy - Teacher - Administrator
- Gold Copy - Counselor