

PROGRESS REPORTING
TSES 04.03.07

COMPLIANCE

Report **when** and **how** progress will be reported to parents

“Four times a year in writing.”

“Written reports will be given quarterly and once orally during the IEP meeting.”

Reporting **MUST** occur at least as often as parents of non-disabled

If reporting is done via phone call, document **what** was discussed

“A phone call was made to Ms. Smith on 12/13/08. We discussed all three of John’s behavior goals. On goal number one John has increased his on task behavior to a 41% on task rate. Goal number two John has lowered “talk-outs” from 10 in a 30 minute period to seven. Goal number three, John has increased his ability to follow one step directions from following them 10% of the time to 20% of the time.”

Report needs to determine that progress is sufficient for the student to achieve the goal by the end of the year

NON-COMPLIANCE

Statement does **NOT** report **when** and **how** progress will be reported to parents

“Progress will be reported the same as the other students in the building.”

“Progress will be reported in writing.”

Must **NOT** use phrases “and/or” or “or” when indicating when and how progress will be reported

“Progress will be reported three times a year in writing and/or at parent teacher conferences.”

Checking off “adequate progress” on progress reports does **NOT** give enough information.

For correction:

Ensure that the Progress Reporting statements are adequately written in the next IEP of the student’s whose file was cited. Submit entire IEP

