

August 7<sup>h</sup>, 2013

Dear Parents,

I know how important your child's education is to you. It is my responsibility as your child's teacher to keep you informed at all times of your child's progress. In order to accomplish this in the easiest way possible, I will be sending home a Weekly Progress Report along with the Monday Folder.

This report will include information on both your child's academic progress and behavior. A copy of this report is attached. As you can see, this report includes information about homework assignments, classroom assignments, and test scores. If your child had performed satisfactorily (at least a C) in all areas for the week, only the top areas will be checked. Included with this report in the Monday Folder will be graded papers. You should check these papers and the Weekly Progress Report each Monday. If you have any questions, please do not hesitate to contact me.

If your child is having behavior problems in class, it will also be noted at the bottom of the Weekly Progress Report. Please discuss these problems with your child.

The Weekly Progress Report will be sent home every Monday. If your child does not bring home a report, please call me.

While the Weekly Progress Report does not need to be signed and returned by you as a parent, it is important for you to read it each week.

Thank you for your support,

Mrs. Pechan

**Please sign and return the portion below.**

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**I agree to review the Weekly Progress Report and weekly work with my child each Monday.**

**Parent signature** \_\_\_\_\_

**Child's name** \_\_\_\_\_