

Documentation of Effort To Resolve Failing Grade

Teacher _____

Subject _____

Date of Parent Meeting _____

(The meeting should be held within 2 week period after report card distribution in which student made a failing grade.)

Six weeks in which student makes failing grade on report card in this course:

_____ 1st _____ 2nd _____ 3rd _____ 4th _____ 5th

Factors that may contribute to student failing class:

_____ absences _____ incomplete assignments
_____ tardiness _____ not attentive
_____ misbehavior _____ materials not brought to class
_____ weak study habits _____ other: _____

Modifications and/or Accommodations student receives in the class (and documented by teacher):
(Complete this section for 504 and special ed. Students)

Student agrees to help improve his/her grade by:

Teacher agrees to assist student by:

Parent agrees to assist student by:

Teacher's Signature _____

Parent's Signature _____

Student's Signature _____

Teacher will submit form to Principal for each student failing a course within 2 weeks after each report card is distributed. Principal will sign, date, and send form to Superintendent.

Principal's Signature _____

Date: _____