

No Child Left Behind

School and District Report Cards

Report cards are critical tools for promoting accountability for schools, districts, and states by publicizing data about student performance and program effectiveness for parents, policy makers, and other stakeholders. Report cards help parents and the general public see where schools and districts are succeeding and where there is still work to do. States and districts receiving Title I funds must prepare and disseminate annual report cards.

The Massachusetts Department of Elementary and Secondary Education does not make district report cards available to the public. It is each district's responsibility to prepare and disseminate report cards to parents.

- Required Information for Report Cards
- NCLB Report Card Assistant
- Distribution Requirements and Sample Parent Letters
- Show All

Distribution Requirements and Sample Parent Letters

Except for its own State report card, the Department does not make report cards available to the public. It is each district's responsibility to annually disseminate the information in district and school report cards to all schools in the district and to all parents of students attending those schools. The information must be understandable, and to the extent practical, provided in languages parents can understand.

- **Where must I distribute school and district report cards?** The information must be publicly distributed through the media, on the Internet, and to other public agencies. District may also place hardcopies on record at the library, town hall, community centers, and/or other public places where parents have access to them.
- **does posting school and district report cards on my school and district Web sites comply with the dissemination requirement?** Posting school and district report cards on the Web alone is not sufficient; the information must also be provided to parents via other means. As part of their regular method of communicating with parents, some districts survey parents to ascertain whether they have Internet access, and notify parents with access to the Web when school and district report cards are available. However, districts should keep in mind that not all parents have access to the Internet; therefore, districts should use multiple means to provide the information to all parents.
- **Do I have to mail copies of school and district report cards home to every parent?** Districts do not need to mail report cards home to parents, so long as the information is provided to all parents by other means, such as sending home copies of the report cards with students.
- **The Department's NCLB Report Card Assistant generates separate report cards for schools and for the district. Do I have to distribute both sets to parents?** No, as long as the district makes the required information available to all parents. For example, some districts add certain information about the district to school report cards.
- **My district has an existing method of communicating with parents. May I use that method to comply with the dissemination requirement?** Districts may use their regular method of communicating with parents to meet the dissemination requirement so long as it provides information to all parents.
- **My district has a report for communicating information and data contained on report cards that existed prior to NCLB. May I continue to use it?** Districts that were providing public report cards on the performance of students or schools prior to the enactment of the federal No Child Left Behind Act (NCLB) may use those report cards so long as they are modified, as needed, to contain the required information.

The below letters may be used to facilitate communication with parents. Districts should include any additional information deemed helpful.

English	 
Cambodian	-- 
Chinese	 
Haitian Creole	 
Portuguese	 
Spanish	 
Vietnamese	 