

BOSTON PUBLIC SCHOOLS



MAURICE J. TOBIN SCHOOL ESCUELA MAURICE J. TOBIN

JOHN HOLLY
Director of Instruction
Directora de Instruccion

EFRAIN TOLEDANO
Principal
Director

01/29/18

Winter Semester

Dear K0, K1 and K2 Teachers,

Good afternoon. Attached please find the Tobin Progress Report Template in English and Spanish available online in the Tobin Handbook | CPT Tab. As you know, the purpose of the progress report is to communicate student performance and areas for growth at the mid-way point of the semester. In addition, the progress report serves as a “data/talking” point in family meetings, conferences and for possible retentions at the end of the school year.

Educators will complete Progress reports for all students by Friday, February 9, 2018. Educators will distribute a copy of the progress report to student families or student book bags to take home to families by Friday, February 16, 2018.

In addition, educators will place a copy of the signed progress report in the cumulative record folder. If a parent/guardian does not return a signed copy, place an unsigned copy in the cumulative folder for future reference and accounting.

Thank you,

John Holly, Director of Instruction
Cc: Efrain Toledano, Principal