

Dear Parent(s)/Guardian(s),

In an effort to better serve you and keep you informed of your child's academic progress, we will be changing our test folder procedure. Lafourche Parish School Board requires district assessments, which cannot be sent home with students in test folders. However, if at any time you would like to view these assessments, please feel free to contact the teacher, administration, or secretaries to schedule an appointment.

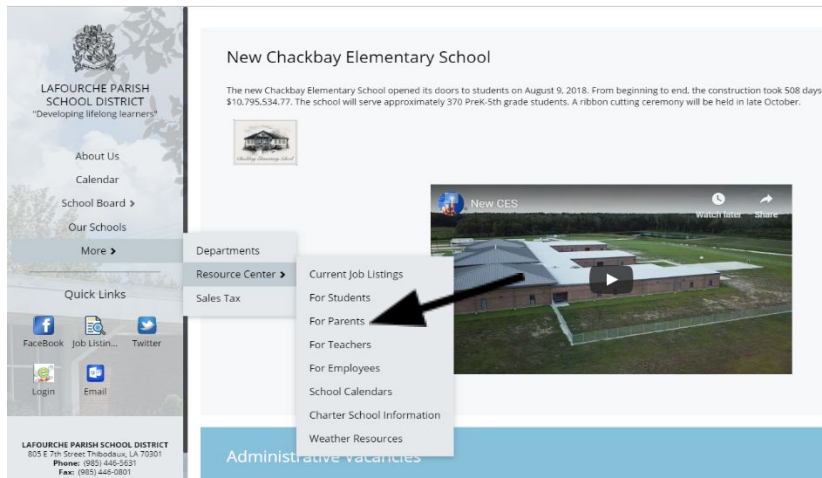
Our current test folder procedure consists of us sending home a test folder with recorded grades from the prior week (if there were any). **But beginning on the week of October 31<sup>st</sup>, we will send home a detailed progress report.** This double-sided report is a copy of the teacher's gradebook for your child, and will include all grades for the current grading period. There are some changes you need to be made aware of: (1) Your signature will no longer be required for the test folder or report you will receive (2) The report will be sent home every 2 weeks.

Please keep in mind that you also have access to the Student Progress Center, which allows you to view your child's academic progress at any time.

### Instructions for Accessing Student Progress Center

1. Visit [www.lpsd.k12.la.us](http://www.lpsd.k12.la.us)

2.



Once you have completed Steps 1-3, follow the instructions on the screen. The PSN number is the last 5 digits of your child's SSN.

3.

