

TS GOLD Report Cards Expectations

- The Report Card should be no longer than **3 pages**
- 1-2 system-generated goals
- 1-2 handwritten goals that are created with the parent
- Report Cards need to be **SIGNED and DATED** by the parent
- Include handwritten/typed observation comments **OR** GOLD observations **printed and attached** (Gold Observation page should not exceed one-page front and back). **This is required.**
- **Confidentiality:** Child observations may not include names of other children. An alternative must be used such as; peer, classmate, another child etc....
- **E-mail to Julie Dahlen & cc your Supervisor**
- Due dates: Fall-November 30th, Winter-February 28th, & Spring-May 25th.
- If you are unable to meet with the parent within **2 weeks after the due date** you must write the reason for not meeting on the form and the **Teacher signs & dates**. Also, note if a phone conference occurred instead of in-person (as a last resort). We encourage you to get all signatures, but sometimes certain circumstances arise and we still need a Report Card on file for each child.