

Writing Report Card Comments

Criteria for Writing Report Card Comments	Details/Specifics of Writing Report Card Comments
HOW comments are written	<ul style="list-style-type: none">✓ Written in parent-friendly language✓ NOT repeating the language in the curriculum document or achievement chart✓ Personalized✓ Free of spelling and grammatical errors✓ Positive in nature✓ Include the student's name to begin the comment✓ Use qualifiers and descriptors to appropriately communicate student learning
WHAT comments tell parents about student learning and achievement	<ul style="list-style-type: none">✓ What students know and can do based on clusters of curricular expectations used to create Learning Goals✓ Reflect student achievement (or lack of achievement) of Success Criteria✓ Provide meaningful feedback based on Descriptive Feedback shared with students during learning✓ Celebrate student strengths by including specific examples of student work✓ Tell students how to improve✓ Tell parents how they can help at home