

**POLICY TITLE: Class Record Book**  
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The original and official record for student performance is the class record book provided to each teacher.

The class record book shall be maintained carefully and accurately by staff. Sufficient student progress evaluation shall be recorded enabling the teacher to make a fair appraisal of student performance.

The class record book is a permanent record of the district and must be returned to the building principal at the close of each school year.

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**LEGAL REFERENCE:**

Idaho Code Section 33-506(1)

**ADOPTED:** December 9, 1998