

## **SUBJECT: PARENT CONFERENCES**

The Board of Education encourages parent conferences with teachers as an effective means of communication between the home and the school. These conferences provide opportunity for open communication regarding administrative procedures, instructional programs, goals and objectives, and pertinent information regarding student progress.

Teachers have a responsibility and are encouraged to meet with parents to discuss student progress and problems. When a parent requests a conference with a teacher, the teacher shall make every effort to arrange a mutually convenient time. Such conferences should be scheduled around the school day so as not to interfere with the instructional process. Teachers should notify the appropriate building principal in advance of such conferences.

The following guideline will be observed:

UPK-12 parents are to be informed regularly, at least four (4) times a year, of their child's progress. Four (4) report cards at grades 7-12. One (1) parent/teacher conference and three (3) reports at grades UPK-6. Parent(s)/guardian(s) will receive documentation from teacher(s) whether they attend a parent/teacher conference or not. Grades 7-12 interim reports shall be available at least four (4) times a year. Progress reporting will be made via a digital reporting system or by mail if requested by parent/guardian.

Opportunities to learn more about school programs will be provided such as Open House, curriculum nights, etc. Syllabus, course outlines and curriculum documents, etc., will be available on the district website.

Refer to Policy 7210 *Student Evaluation, Promotion, Retention, and Placement*

Adopted: 7/10/2001

Reviewed by Superintendent & Assistant Superintendent for Instruction on 3/13/2019 with no recommended changes; reviewed & approved by BOE on 3/26/2019

Revised: 8/4/2023