



Parent Conferences Policy SY26-27

Overview

Marion P. Thomas Charter High School believes that meaningful communication between school and home is essential to student success. Parent/Guardian Conferences provide opportunities to discuss academic progress, attendance, behavior, social-emotional well-being, goal setting, and intervention strategies while fostering collaborative partnerships that support student achievement.

Parent conferences may be conducted for a variety of reasons, including, but not limited to:

- Academic Conferences
- Attendance Conferences
- Behavior/Conduct Conferences
- Social and Emotional Conferences
- Goal Setting Conferences
- Re-Entry Conferences
- Conflict Resolution Conferences
- Credit Recovery and Graduation Progress Conferences
- Student Success Intervention Conferences

Conferences may be facilitated by members of the school staff, including administrators, teachers, school counselors, social workers, Child Study Team (CST) members, Climate & Culture Deans, Family and Community Engagement (FACE) staff, and other personnel as appropriate.

Conferences may be conducted:

- In person
- Virtually (Google Meet, Zoom, or another approved platform)
- By telephone, *when appropriate*

Scheduling Conferences

Parents/Guardians may request a conference by completing the school's [Parent Conference Request Form](#). Requests will receive a follow-up response within **48 business hours** to coordinate scheduling.

While every effort will be made to accommodate parent schedules, conference times are subject to staff availability.



Translation services, interpretation, and reasonable accommodations for individuals with disabilities are available upon request.

Scheduled Parent Conference Opportunities

The school will host the following annual conference events:

- **Back to School Night** – September 17, 2026 (5:00–7:00 p.m.)
- **Quarter 1 Parent-Teacher Conferences** – November 19, 2026 (1:30–4:00 p.m. and 5:00–7:00 p.m.)
- **Quarter 2 Parent-Teacher Conferences** – February 11, 2027 (1:30–4:00 p.m. and 5:00–7:00 p.m.)
- **Quarter 3 Parent-Teacher Conferences** – April 22, 2027 (1:30–4:00 p.m. and 5:00–7:00 p.m.)

Back to School Night

Back to School Night provides parents and guardians with an opportunity to learn about:

- School expectations
- Classroom procedures
- Academic programs
- Student supports
- Athletics and extracurricular activities
- Family engagement opportunities
- Parent workshops and informational sessions

Parent-Teacher Conferences

Parent-Teacher Conferences provide an opportunity for families and teachers to discuss a student's academic progress, attendance, classroom performance, strengths, areas for growth, and intervention strategies. Teachers will be prepared with relevant student data, work samples, grades, attendance information, and recommendations for success.

Students are encouraged to attend these conferences whenever appropriate.

Parent/Guardian Responsibilities

Parents and Guardians are expected to:

- Attend scheduled conferences on time.
- Notify the school as soon as possible if a conference must be rescheduled.
- Participate respectfully and collaboratively with school staff.
- Share information that may support the student's academic or behavioral success.
- Follow all school visitor procedures while on campus.



- Support agreed-upon intervention plans developed during conferences.
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School Responsibilities

School staff will:

- Prepare relevant student information prior to the conference.
 - Maintain a respectful, solution-focused environment.
 - Protect student confidentiality in accordance with applicable privacy laws.
 - Clearly communicate concerns, recommendations, and available supports.
 - Document conference outcomes when appropriate.
 - Provide follow-up communication as necessary.
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Conference Participants

Depending on the purpose of the meeting, conferences may include:

- Parent(s)/Guardian(s)
 - Student
 - Teacher(s)
 - School Counselor
 - Administrator
 - Social Worker
 - Child Study Team (CST)
 - Climate & Culture Dean
 - FACE Representative
 - Director of Security
 - School Resource Officer (SRO)
 - Other appropriate personnel
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Confidentiality

Information discussed during Parent Conferences is confidential and will be maintained in accordance with the Family Educational Rights and Privacy Act (FERPA), applicable state laws, and Marion P. Thomas Charter High School policies governing student records.



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Mandatory Parent Conferences

There are circumstances in which Parent Conferences are required to support student success, ensure school safety, or comply with school policies and state regulations.

Unless otherwise noted, Mandatory Parent Conferences will take place Monday through Friday between **9:00 a.m. and 10:30 a.m.** Additional conference times may be offered based on staff availability and student needs.

Mandatory conferences may include, but are not limited to:

Re-Entry Conferences

A Re-Entry Conference is required following any suspension.

Depending on the circumstances, the meeting may also include:

- School Social Worker
- Climate & Culture Team
- Director of Security
- School Resource Officer (SRO)
- Central Office representatives
- Other appropriate personnel

Students may not return to regular programming until the re-entry process has been completed, when applicable.

Chronic Absenteeism Conferences

A mandatory attendance conference may be scheduled when a student demonstrates excessive absences or repeated tardiness in accordance with school and state attendance requirements.

The conference will focus on identifying barriers to attendance, developing intervention strategies, and connecting families with available resources before additional legal or administrative action becomes necessary.

Academic Intervention Conferences



Mandatory conferences may be required when a student:

- Is failing multiple courses.
 - Is significantly credit deficient.
 - Is at risk of retention.
 - Is at risk of not graduating on time.
 - Demonstrates a significant decline in academic performance.
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Behavioral Intervention Conferences

Mandatory conferences may be required following:

- Serious behavioral incidents.
 - Repeated disciplinary infractions.
 - Fighting or physical altercations.
 - Threats toward students or staff.
 - Vandalism or destruction of property.
 - Drug, alcohol, or weapon-related incidents.
 - Other safety concerns as determined by school administration.
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Social and Emotional Concerns

If a student displays significant emotional distress or expresses concern for their own safety or the safety of others, a mandatory conference may be scheduled.

These meetings may include school mental health professionals and other appropriate support staff to develop an intervention and safety plan.

Harassment, Intimidation, and Bullying (HIB)

Parent conferences will be conducted as appropriate during HIB investigations and intervention planning in accordance with school policy and applicable law.

Other Administrative Conferences



The school administration reserves the right to require additional conferences whenever necessary to support student safety, academic progress, attendance, behavioral improvement, or compliance with school policies.

Missed Mandatory Conferences

If a parent or guardian is unable to attend a mandatory conference, the school will make reasonable efforts to reschedule the meeting.

Repeated failure to participate in required conferences may result in additional administrative action, referrals to appropriate agencies, or other interventions consistent with school policy and applicable law.

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