

## PARENT CONFERENCES

Code **IKACA** Issued **4/05**

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Purpose: To establish the board's vision of the importance of conferences.

Close communication between home and school is an important factor in establishing a highly effective school program. Planned conferences between parents/legal guardians and teachers are an important way to bring about understanding and close cooperation between the home and school. Teachers should maintain close communication with all parents/legal guardians, not just with those where academic or other problems suggest the need for closer communication.

Personal conferences between parents/legal guardians and teachers supplement the formal reporting system. These conferences are one way of creating better understanding between the home and school. They also provide an opportunity for open communication regarding the following.

- administrative procedures
- instructional programs
- goals and objectives
- pertinent information regarding student progress

The board encourages parent/legal guardian conferences involving teacher, student and principal as appropriate. The board requires that at least one parent conference day be scheduled on the school calendar.

| At the beginning of the school year, the school will notify each ~~parent~~ parent/legal guardian of a student in grades three through eight performing below grade level of the need for a conference. The school will identify these students based on the following criteria.

- assessment results
- school work
- teacher judgment

| At the conference the student, ~~parent~~ parent/legal guardian and appropriate school personnel will discuss the necessary steps to ensure student success at the next grade level. If needed, the school will hold another conference for those students placed on academic probation at the end of the summer.

For parent/legal guardian conferences related to individualized academic plans for students, see policy IKE, Promotion, Retention and Acceleration of Students.

For parent conferences related to No Child Left Behind, see policy KB, Parent Involvement in Education.

Adopted 8/13/91; Revised 10/13/98, 4/12/05