

Students**Parent-Teacher Communication**

The Superintendent of Schools is authorized to develop and implement written procedures to encourage parent-teacher communication. These procedures shall require at least two flexible parent-teacher conferences for each school year. In addition, such procedures may include school newsletters, use of technology such as student/parent database communication systems, email, or teacher WIKI pages to allow parents to check on their children's assignments and students to get assistance if needed.

All certified staff members are expected to respond to parent requests for contact within two workdays of receiving the request by contacting the parent via telephone, e-mail, parent conference, or any other teacher initiated, proactive means of communication.

Report Card

Written reports on student progress will be issued to parents periodically throughout the school year. The reporting dates will be determined annually and placed on the school calendar. Parents will be advised no later than the third reporting period of a student's potential failure and the possibility of having to repeat a grade or a course.

Progress Reports

Student progress reports may be sent any time between marking periods to parent/guardians of students who need some type of special attention. These reports do not necessarily mean that a student is failing, but a deficiency is noted which needs correction. Acknowledgement of this report by a note, phone call, or visit by the parent or guardian is advisable. Student grades and assignments are available to be viewed electronically to parents of grade 6-12 students through the Power School Parent Portal. Grade Book (Power School Parent Portal) will be updated on, at least, a biweekly basis. Exceptions may be made with the approval of the administration with regard to extensive projects.

If the parents of a child are separated or divorced, both parents will have the right to be informed of their child's progress in school unless there is an order from the court to the contrary. To receive written reports and notification of conferences, a noncustodial parent will make such request to the school principal.

Legal Reference: Connecticut General Statutes
10-221(f) Boards of Education to prescribe rules
41b-56 Access to records of minor children by noncustodial parent

Policy Adopted: September 17, 1990
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