

REPORTING TO PARENTS/GUARDIANS

The Holmdel Township Board of Education believes that the cooperation between school and home is vital to the growth and education of the child. The Board recognizes its responsibility to keep parents/guardians informed of pupil welfare and progress in school.

In addition, the Board believes that the reporting of pupil progress provides the opportunity for the professional staff to provide specific information to the parent/guardian about the pupil's strengths and areas in need of improvement in all aspects of school curriculum.

The Board directs the Superintendent to establish a system of reporting pupil progress which shall include but not be limited to: written reports, parent/guardian-teacher conferences, and interim progress reports when applicable. If the parent's/guardian's primary language is other than English, translation and/or interpreting shall be provided whenever possible.

The Superintendent shall develop procedures for reporting pupil progress which:

- A. Use various methods of reporting appropriate to grade level and curriculum content;
- B. Ensure that both pupil and parent/guardian receive prior warning of a pending grade of "failure" or one that would adversely affect the pupil's status;
- C. Enable the scheduling of parent/guardian-teacher conferences in such places and at such times as will ensure the greatest degree of participation by parents/guardians;
- D. Specify the issuance of report cards at intervals of not less than four times during the school year and issuance of interim reports as required during the school year;
- E. Ensure the continual review and improvement of methods of reporting pupil progress to parents/guardians and involve pupils, staff and parents/guardians in that review.

A record shall be kept indicating the legal custodian of each pupil, so that reports can be made to and conferences arranged with the proper person.

Parental Notification

The Superintendent shall develop regulations to ensure that parents/guardians are notified in all instances when the law and/or the best interests of the pupil and the district require it.

Source: Regular Board Meeting

Date: August 20, 1986

Revised: January 14, 1998

Legal References:

<u>N.J.S.A.</u>	18A:11-1	General mandatory powers and duties
<u>N.J.S.A.</u>	18A:35-4.9	Pupil promotion and remediation; policies and procedures
<u>N.J.S.A.</u>	18A:40A-12	Reporting of pupils under influence; examinations; report; return home; evaluation of possible need for treatment; referral for treatment
<u>N.J.S.A.</u>	18A:54-20	Powers of board (county vocational schools)
<u>N.J.A.C.</u>	6:3-6.2(d, k)	General considerations
<u>N.J.A.C.</u>	6:8-4.3	Quality assurance
<u>N.J.A.C.</u>	6:8-6.2(c)	Programs and services for pupils at risk
<u>N.J.A.C.</u>	6:8-7.1	Promotion, remediation and graduation procedures
<u>N.J.A.C.</u>	6:28-1.1 <u>et seq.</u>	Special education
<u>See particularly:</u>		
<u>N.J.A.C.</u>	6:28-1.4(a)6, -2.1(c)(d)(e)(f), -2.2, -2.3, -2.4	
<u>N.J.A.C.</u>	6:29-1.3(a)	Policies and procedures
<u>N.J.A.C.</u>	6:31-1.1 <u>et seq.</u>	Bilingual education
<u>See particularly:</u>		
<u>N.J.A.C.</u>	6:31-1.12, -1.14	

Manual for the Evaluation of Local School Districts
(June 1993)

Possible**Cross References:**

*1000/1010	Concepts and roles in community relations; goals and objectives
*1120	Board of education meetings
*1250	Visitors

*2224	Nondiscrimination/affirmative action
*3542.31	Free or reduced-price lunches/milk
*5020	Role of parents/guardians
*5113	Absences and excuses
*5114	Suspension and expulsion
*5120	Assessment of individual needs
5123	Promotions/Retentions
*5125	Pupil records
*5126	Awards for achievement
*5131	Conduct/discipline
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*5141	Health
*5141.3	Health examinations and immunizations
*5142	Pupil safety
*5145.12	Search and seizure
*5200	Nonpublic school pupils
*6010	Goals and objectives
*6142.1	Family life education
*6142.2	English as a second language; bilingual/bicultural
*6145	Extracurricular activities
*6145.1/ 6145.2	Intramural competition; interscholastic competition
*6146	Graduation requirements
*6164.2	Guidance services
*6164.4	Child study team
*6171.1	Remedial instruction
*6171.3	At-risk and Chapter 1
*6171.4	Special education
*6173	Home instruction
6174	Summer school
6178	Early childhood education/preschool

*Indicates policy is included in the Critical Policy Reference Manual.

