

Policy

REPORTING TO PARENTS/GUARDIANS

The Franklin Lakes Board of Education believes that the cooperation of school and home is vital to the growth and education of the whole child. It recognizes its responsibility to keep parents/guardians informed of student welfare and progress in school.

The board directs the establishment of a system of reporting student progress that shall include written reports, student-teacher conferences, and parent/guardian-teacher conferences. If the parent/guardian's primary language is other than English, translation shall be provided whenever possible.

The Superintendent of Schools shall develop procedures for reporting student progress which:

- A. Use various methods of reporting appropriate to grade level and curriculum content;
- B. Ensure that both student and parent/guardian receive ample warning of a pending grade of "failure" or one that would adversely affect the student'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 three times during the school year for grades K-5 and four times during the school year for grades 6-8 and issuance of deficiency notices as required during the school year;
- E. Ensure the continual review and improvement of methods of reporting student progress to parents/guardians and involve students, staff and parents/guardians in that review.

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

Parental Notification

The school year shall be divided into three marking periods for grades K-5 and four marking periods for grades 6-8, of approximately equal number of days. Reports to parents shall be issued in grades kindergarten through eight at the termination of each marking period. Kindergarten reports will be issued at the end of each marking period, beginning with the second marking period. Final grades at the middle school will be included at the end of the school year.

A progress report on all students may be provided to parents at the mid-point of the first marking period.

Parent-teacher conferences are urged as an additional important method of reporting to parents.

All parents will be offered the opportunity for a conference and may request additional conferences with their child's teacher(s) as the need arises.

Adopted: June 5, 2001
NJSBA Review/Update: September 2009
Readopted: August 3, 2010

REPORTING TO PARENTS/GUARDIANS (continued)Key Words

Parents/Guardians; Reporting to Parents/Guardians; Role of Parents/Guardians

<u>Legal References:</u> <u>N.J.S.A.</u> 18A:7E-2	School report card program
through -5	General mandatory powers and duties
<u>N.J.S.A.</u> 18A:11-1	Student promotion and remediation; policies and procedures
<u>N.J.S.A.</u> 18A:35-4.9	Reporting of students under influence or believed to be using anabolic steroids; examination report, return home; treatment; evaluation of possible need and referral
<u>N.J.S.A.</u> 18A:40A-12	Powers of board (county vocational schools)
<u>N.J.S.A.</u> 18A:54-20	Accountability
<u>N.J.A.C.</u> 6A:8-4.3	Public reporting
<u>N.J.A.C.</u> 6A:8-4.5	Graduation requirements
<u>N.J.A.C.</u> 6A:8-5.1	Special Education
<u>N.J.A.C.</u> 6A:14-1.1 <u>et seq.</u>	
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:14-1.1, -2.3, -2.4, -2.5, -2.6, -3.5, -7.9	
<u>N.J.A.C.</u> 6A:15-1.1 <u>et seq.</u>	Bilingual Education
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:15-1.13, -1.15	
<u>N.J.A.C.</u> 6A:16-1.4	District policies and procedures
<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
<u>N.J.A.C.</u> 6A:32-7.1(d, k)	General considerations
<u>N.J.A.C.</u> 6A:32-12.1	Reporting requirements

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.

Manual for the Evaluation of Local School Districts

Possible

<u>Cross References:</u> *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
*5125	Student records
*5126	Awards for achievement
*5131	Conduct/discipline
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*5141	Health
*5141.3	Health examinations and immunizations
*5142	Student safety

REPORTING TO PARENTS/GUARDIANS (continued)

*5145.12	Search and seizure
*5200	Nonpublic school students
*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 Title 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.