

3.30 – PARENT/TEACHER COMMUNICATION - School Board Policy

The district recognizes the importance of communication between teachers and parents/legal guardians. To help promote positive communication, parent/teacher conferences shall be held once each semester. Parent-teacher conferences are encouraged and may be requested by parents or guardians when they feel they need to discuss their child's progress with his/her teacher.

Teachers are required to communicate during the school year with the parent(s), legal guardian(s), or caregiving adult or adults in a student's home to discuss the student's academic progress unless the student has been placed in the custody of the Department of Human Services and the school has received a court order prohibiting parent or legal guardian participation in parent/teacher conferences. More frequent communication is required with the parent(s) or legal guardian(s) of students who are performing below grade level.

All parent/teacher conferences shall be scheduled at a time and place to best accommodate those participating in the conference. Each teacher shall document the participation or non-participation of parent(s)/legal guardian(s) for each scheduled conference.

If a student is to be retained at any grade level or denied course credit, notice of, and the reasons for retention shall be communicated promptly in a personal conference.

Legal References: For Accreditation 5-A.1 A.C.A § 6-15-1702(b) (3) (B) (ii)

Adopted: Oct., 2010

Last Revised: July 2018

Progress Reports

Parents or guardians shall be kept informed concerning the progress of their students. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a remediation plan that may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine-(9) week grading period to keep parents/guardians informed of their student's progress

Report Cards

Report cards are issued every nine weeks throughout the school year. Parents are to sign and return (elementary only) the report card to their child's homeroom teacher. The fourth nine-week report card will indicate grade advancement or retention. This report card need not be returned.

Legal References: A.C.A § 6-15-902

State Board of Education: Standards of Accreditation 12.02

Arkansas Department of Education Rules and Regulations Governing

Uniform Grading Scales for Public Secondary Schools

Date Adopted: Oct. 2010

Last Revised: May 2016

Civil Rights and Legal Protection

The Nemo Vista School District intends to comply with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Office for Civil Rights Guidelines, and the Americans with Disabilities Act. Regarding this information, no one will be discriminated against because of race, creed, sex, handicap, or national origin.

Provisions of the Family Educational Rights and Privacy Act of 1974

As a parent you have the right to inspect your child's educational records, and the right to a hearing should you choose to challenge the contents of such records to ensure that the records are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students, and to provide an opportunity for the correction or deletion of such inaccurate, misleading, or otherwise inappropriate data contained therein and to insert into such records a written explanation by the parents respecting the contents of such records. Your request to inspect such records shall be complied with as soon as we can arrange it and in no case more than 45 days from the receipt of your request. The same time limits apply for a request for a hearing to challenge the content of such records.

The principal has a copy of the district's policy on student records, which you may examine. You have the right to file a complaint with the Federal Office of Education concerning alleged failures of the district to comply with the requirements of 93.380.

We maintain three types of records: (1) records of academic progress, (2) records of behavior; and (3) health records. The principal is in charge of these records.

Any school that wishes to release personally identifiable data from a student's record must first obtain written permission (consent) from the parents of the student before releasing such information.

Only in two specific instances is written permission not required:

- (a) Other school officials within the same school may request and receive a student's record.
- (b) Officials of other schools or school systems in which the student has enrolled may request and receive a student's records.

Due Process

Every student is entitled to due process in every instance of disciplinary action for which the student may be subjected to penalties of suspension or expulsion. (See Ark. Stat. Ann. 90-1516)

1. Due process is afforded to students in disciplinary cases of some magnitude such as:
 - (a) expulsion
 - (b) statements removed from the student's records and
 - (c) clearing one's reputation
2. The Supreme Court ruled in 1975 that, for every suspension not exceeding ten days, the student has the right to be accorded the minimum requirements of the due process clause of the Fourteenth Amendment of the Constitution of the United States.
3. Due process procedures must be known to all students and must comply with all state and federal laws.
4. Each school should establish procedures for notice to students and parents of charges, hearings, and other due process proceedings.
5. Each school district shall develop a grievance procedure, including steps to be followed by students to resolve a grievance.
6. The due process rights of students and parents are as follows:
 - (a) Before any suspension, the school principal or his/her designee shall advise the pupil in question of the particular misconduct of which he/she is accused, as well as the basis for such accusation.
 - (b) The pupil should be given an opportunity at that time to explain his/her version of the facts to the school principal or his/her designee.
 - (c) Written notice of suspension and the reason(s) for the suspension shall be given to the parent(s) of the pupil.
 - (d) Any parent(s) or legal guardian of a pupil suspended shall have the right to appeal to the superintendent of schools.
 - (e) Refusal to take corporal punishment may result in suspension or other disciplinary measures.
 - (f) A written report shall be filed in the principal's office by no later than the end of the school day.

Date Adopted: June 2019

Last Revised: July 2024