

Students

Reporting to Parents/Guardians - Report Cards

It is the belief of the Board that communication between school and home is vital to the growth and education of each student. A good rule of thumb is that parents should be kept informed enough so that they are not surprised by any grade reported on the report card.

Parent-Teacher Communication

Recognizing its responsibility to keep parents/guardians informed of student welfare and progress in school, it is the policy of the New Milford Board of Education to maintain an accurate and effective system of reporting that will adequately communicate a student's level of achievement.

The Superintendent of Schools is authorized to develop and implement 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, required regular contact with all parents, additional flexible parent-teacher conferences, drop-in hours for parents, home visits and the use of technology such as student/parent database communication systems, email, or Parent Portal to allow parents to check on their children's assignments and students to get assistance if needed.

Parents shall be provided the option of attending any parent-teacher conference by telephone, video or other conferencing platform. During a period of remote learning that is in excess of three consecutive weeks, at least one additional parent-teacher conference must be offered, and one additional parent-teacher conference must be offered every six months thereafter, during the duration of such period of remote learning. The school shall request from each student's parent the name and contact information of an emergency contact person who may be contacted if the student's parent cannot be reached to schedule a parent-teacher conference.

If the teacher is unable to make contact with a student's parent in order to schedule a parent-teacher conference during remote learning, such teacher shall report such inability to the school principal, school counselor or other school administrator designated by the board of education. Such principal, counselor or administrator shall contact any emergency contact person designated by the student's parent to ascertain such student and family's health and safety.

The Superintendent of Schools shall be responsible for the establishment and maintenance of the District's reporting system, as approved by the Board.

Standards

1. The reporting system shall be appropriate to grade level and curriculum content.

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2. The reporting system shall include regularly scheduled written reports, such as report cards and progress reports, as well as parent-teacher conferences and any other means of communication such as Parent Portal that may be deemed necessary and effective. The school calendar shall include the dates that report cards will be issued and parent-teacher conferences held. Parent-teacher conferences shall be scheduled at such times to ensure the greatest participation by parents/guardians.
3. The reporting system shall be clear and easily understandable.
4. Teachers shall maintain the standard to notify parents/guardians regarding a student's performance whenever such notification would serve the best interest of the student (ex: when a student is in danger of failing or when there is a significant drop in grade or class, performance).
5. Individual results of standardized tests shall be available to parents/guardians.
6. If parents are separated or divorced, both have equal rights to be informed of their child's progress unless there is an order from the court to the contrary. Non-custodial parents shall receive written reports and conference notifications upon a written request to the School Principal.

Legal Reference: Connecticut General Statutes
10-15b - Access of parent or guardian to student's records
46b-56 Access to records of minor children by non-custodial parent
10-221(g) – Board of Education to prescribe rules, policies
and procedures
Public Act 21-46 An Act Concerning Social Equity
and the Health, Safety and Education of Children

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NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut