

SPRINGFIELD PUBLIC SCHOOLS
Springfield, New Jersey 07081

POLICY: REPORTING TO PARENTS/GUARDIANS

The Board 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 pupil welfare and progress in school.

The Board directs the establishment of a system of reporting pupil progress that shall include written reports, pupil-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 Chief School Administrator 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 ample 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 deficiency notices 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.

Legal References:

N.J.S.A. 18A:7E-2 through -5 School report card program

N.J.S.A. 18A:11-1 General mandatory powers and duties

N.J.S.A. 18A:35-4.9 Pupil promotion and remediation; policies and procedures

N.J.S.A. 18A:40A-12 Reporting of pupils under influence or believed to be using anabolic steroids; examination report, return home; treatment; evaluation of possible need and referral
N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
N.J.A.C. 6A:8-4.3 Accountability
N.J.A.C. 6A:8-4.5 Public reporting
N.J.A.C. 6A:8-5.1 Graduation requirements
N.J.A.C. 6A:14-1.1 et seq. Special Education
N.J.A.C. 6A:15-1.1 et seq. Bilingual Education
N.J.A.C. 6A:16-1.4 District policies and procedures
N.J.A.C. 6A:10A-1.1 et seq. Improving Standards-Driven Instruction and Literacy and Increasing Efficiency in Abbott School District
N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School District
N.J.A.C. 6A:32-7.1(d, k) General considerations
N.J.A.C. 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.

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
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 Title 1
6171.4 Special education
6173 Home instruction
6178 Early childhood education/preschool

Approved: August 28, 1989

Revised: June 30, 1997

Revised: August 18, 2008