

Kelsey School Division Box 4700 The Pas, MB R9A 1R4 Phone: 623-6421	Code: IKAD
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PARENT-TEACHER CONFERENCES

Report Conferences

In the interests of consistent and fair dealings with students, teachers shall keep the respective parents or guardians informed of the student's performance and shall also invite the parents' or guardians' involvement in, and support for, positive performance of the student in all educational endeavours. In so doing, the following guidelines will be observed:

1. Report conferences shall be conducted twice a year, midway through each semester (5-month period).
2. A report to parents shall be sent home at the end of each semester (approximately January 30 and June 30).
3. Midterm student progress reports shall form the basis of discussion of parent-teacher conferences.
4. Reports shall give the parents a clear and concise evaluation of the student's progress to date.
5. The basis for discussions at report conferences shall include:
 - 1) Teacher concerns and observations,
 - 2) Parent concerns,
 - 3) Student concerns, and the
 - 4) Students portfolio of work developed by the teacher.
6. Goal setting, learning strategies, or individual academic plans shall be part of the discussion, or any plan to address the concerns raised.
7. Principals shall inform parents as to the frequency and process for reporting and parent-teacher conferences.

Communication

Communication is extremely important in providing the student with a sound education. School personnel

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at all levels are required to maintain avenues of communication by observing the following guidelines:

- a) A regular system of reporting, as directed by the principal, shall keep students, parents, or guardians informed about the students' achievement and conduct.
- b) Excessive absenteeism or habitual tardiness shall be reported to the parents or guardians, and their support sought for improved attendance.
- c) When a student's inappropriate attitude affects success in school or the success of others, the matter shall be reported and discussed with parents or guardians.
- d) When a student's health and welfare precludes regular participation in the school program, the manner in which this may be accommodated should be an item of discussion.

P.S.A. Reg. 470/88