

## PARENT CONFERENCES

The Evangeline Parish School Board realizes that close communication between home and school is an important factor in establishing a highly effective school program. Planned conferences between parents and teachers are an important way to bring about understanding and close cooperation between the home and school. Close communication should be maintained through conferences with all parents, not just with those where academic or other problems suggest the need for closer communication.

Conferences between parents and teachers regarding a child should be treated by the teacher as an opportunity to help the child and every effort should be made to make the conference constructive, objective, and pleasant. Conferences should provide an opportunity for a mutual exchange of information and ideas for the welfare of the child.

Occasionally parents will call on a teacher during the time the teacher has responsibilities for class instruction. Although the purpose of such a visit may be worthy, teachers should discourage the practice and suggest that the parent arrange for a conference outside of regular school time. Teachers should be prepared to give after-school or preschool time for conferences when desirable. Teachers shall be expected to request additional conferences with parents as the needs may indicate.

The principal or supervisor should be present at any parent-teacher conference when there is reason to anticipate an atmosphere of hostility.

### REQUIRED PARENT CONFERENCES

Parents may be required to attend a conference with their student's teacher/principal/guidance counselor under the following circumstances:

1. When a pupil is removed from a classroom by the teacher, the teacher may require that the parent, tutor, or legal guardian of the pupil have a conference with the teacher in the presence of the principal or his/her designee before the pupil is readmitted to the classroom.
2. Upon the *third* removal from the same classroom during the school year, a conference between the teacher or other appropriate school employee and the pupil's parent, tutor, or legal guardian shall be required prior to the pupil being readmitted to the classroom.

In any case where a teacher, principal, or other school employee requires the parent, tutor, or legal guardian of a pupil under eighteen (18) to attend a conference or meeting regarding the pupil's behavior, and, after notice, the parent, tutor, or legal guardian willfully refuses to attend, the principal or designee shall file a complaint with a court exercising juvenile

jurisdiction.

3. Subsequent to the suspension or recommendation for expulsion of a student, a conference shall be scheduled with the student's parent, tutor, or legal guardian and the principal, as a requirement for readmitting the student to school. Notification of the conference shall be by telephone, or in certain cases, by certified letter. Such conference shall be held within five (5) school days of mailing the certified letter or other contact. On not more than one occasion each school year when the parent, tutor, or legal guardian refuses to respond, the principal may determine whether readmitting the pupil is in the best interest of the student. On any subsequent occasions in the same school year, the pupil shall not be readmitted unless the parent, tutor, legal guardian, court, or other appointed representative responds.
4. When a pupil is suspended a second time within one school year, the principal may require that a counseling session be held with the parent, pupil, and the school counselor. If no counselor is available, the principal may require a conference between the parent, pupil and all the pupil's teachers and the principal or other administrator.
5. Upon a student's *third* unexcused absence or unexcused tardy, the principal or his/her designee shall notify the parent or legal guardian in writing and shall hold a conference with the parent or legal guardian. The parent or legal guardian shall sign a receipt acknowledging notification. *Tardy*, for the purposes of this enumerated item, shall be as defined in La. Rev. Stat. Ann. §17:233.

Ref: La. Rev. Stat. Ann. §§17:233, 17:416; La. Children's Code, §730, §731.