Adopted: 1974 Saint Paul Public Schools Policy 611.00

Revised: 5/20/1986; 6/17/2008

## 611.00 PARENT/GUARDIAN CONFERENCES: COMMUNICATION

- 1. Principals, teachers and other school personnel shall take steps to assure adequate and equitable communications with all parents/guardians. Such steps may include use of interpreters and/or translated documents where effective in communicating with parents/guardians with limited English language proficiency.
- 2. Parent/guardian-teacher conferences shall be conducted in each school in the spring and fall of each school year.
- 3. Principals shall ensure that school staff communicates with each student's parent/guardian to update the parent/guardian on instruction, roles, and student progress. School staff shall provide these updates at least once in the fall and once in the spring of every school year.
- 4. Principals shall develop school-family communication plans/programs with staff and parents/guardians.

LEGAL REFERENCES:

**CROSS REFERENCES:**