



**Parent-Teacher Communication**

The Board of Education believes that parents should be knowledgeable about the education that the Clinton Public Schools (the “District”) provides to enrolled students. The Board believes that parents are most knowledgeable when they have regular communication with teachers. Therefore, it is the policy of the Board of Education to encourage parent-teacher communication. The Superintendent or designee shall be responsible for developing procedures in furtherance of this policy.

The Superintendent is further required to include information about parental involvement and actions taken to improve parental involvement in the strategic school profile that is submitted annually to the Board of Education and Commissioner of Education. Such actions to improve parental involvement may include methods to engage parents in the planning and improvement of school programs and to increase support to parents working at home with their children on learning activities.

The procedures developed in furtherance of this policy may include monthly newsletters, required regular contact with all parents, drop-in hours for parents, home visits and the use of technology such as homework hot lines to allow parents to check on their children's assignments and students to receive assistance if needed.

Such procedures shall require the District to conduct two flexible parent-teacher conferences for each school year. In addition, the procedures shall require the District to:

- A. offer parents the option of attending parent-teacher conferences by telephonic, video, or other conferencing platform,
- B. conduct one parent-teacher conference, in addition to the two flexible parent-teacher conferences described above, during periods when the District provides remote learning for more than three consecutive weeks, and one additional parent-teacher conference every six months thereafter for the duration of such period of remote learning (for purposes of this policy, and in accordance with applicable law, “remote learning” means instruction by means of one or more Internet-based software platforms as part of a remote learning model), and
- C. 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 required during periods of District-provided remote learning.

On or after January 1, 2022, the procedures must also require a teacher conducting a parent-teacher conference that is required in section (B) above to provide a copy of the document, to be developed by the Department of Education, to provide information concerning educational, safety, mental health, and food insecurity resources and programs available for students and their families, to the parent prior to the parent-teacher conference. If, after making three attempts, a teacher is unable to make contact with a student’s parent in order to schedule a parent-teacher conference required in section (B) above, the teacher shall report such inability to the school principal or designee. Such principal or designee shall contact any emergency contact person designated by the student’s parent to ascertain such student’s and family’s health and safety.



**Series 6000  
Instruction**

**Policy 6310**

**Parent-Teacher Communication**

Legal Reference: Conn. Gen. Stat. § 10-220(c)  
Conn. Gen. Stat. § 10-221(f)

Policy adopted: October 18, 2020  
Policy revised: March 18, 2019  
Policy revised: August 17, 2020  
Policy revised: March 21, 2022  
Policy revised: December 5, 2022



Building Principals shall advocate effective communication and comprehensive family involvement in education which will promote parents(s)/guardians(s) becoming active partners in education. Principals shall, annually provide a written report to the Superintendent on parental involvement programs and efforts in their buildings.

The following are examples of parental involvement programs for principals to consider. This list will be updated as new ideas for involving parents are generated.

- 1. Keep parent(s)/guardians(s) thoroughly informed about their child's school and education.**
  - Develop and distribute a comprehensive student handbook
  - Open houses
  - Parent-teacher conferences (Minimum of two flexible parent-teacher conferences for each school year as required by statute.)
  - Home visits
  - Progress reporting and report cards
  - Newsletter (monthly)
  - Financial Aid-night
- 2. Encourage involvement in their child's school and education.**
  - Support and encourage parent volunteer opportunities
  - Work with parent-teacher educational organizations to promote parent volunteer opportunities
- 3. Establish opportunities for communication between parents/guardians, the Board of Education, and district personnel.**
  - Work with parent-teacher educational organizations leadership to ensure parental input
  - Train personnel on how to collaborate effectively with families with diverse backgrounds, including backgrounds that might impede parental participation (e.g., illiteracy or language difficulty)
  - Encourage increased participation in Board of Education subcommittees
- 4. Seek the advice of parent(s)/guardian(s) on school governance issues and methods to fulfill the district's educational mission.**
  - Work with parent-teacher educational organizations leadership to ensure parental input
  - Establish a school-community advisory committee to identify, consider, and discuss educational problems and issues.
  - Engaging parents in development of strategic plans and district goals.



Series 1000  
Community

## Administrative Regulation 6310

### Parent-Teacher Communication

**5. Inform parents/guardians on how they can assist their children's learning.**

- Provide information to parent(s)/guardian(s) on how they can help children learn, including activities that are related to classroom activities.
- Provide programs on how to establish a home environment which supports learning and appropriate behavior.

Legal Reference: Conn. Gen. Stat. § 10-221f

Regulation adopted: October 18, 2010

Regulation revised: March 18, 2019

Regulation revised: August 17, 2020