

**PARENT CONFERENCES**

A parent shall be notified no later than the end of the second grading period that the parent's child is not academically proficient, and a conference consisting of the parent and the teacher shall be held to discuss possible remediation programs available to assist the student in becoming academically proficient. For the student in K - 3 who is not proficient in literacy, the parents shall be notified formally, in writing following the middle of year benchmark assessment for literacy and a parent-teacher conference will be held. Specific academic deficiencies and remediation strategies shall be explained to the student's parent and a written intervention plan developed containing time lines, academic expectations and the measurements to be used to verify that a student has overcome academic deficiencies.

The Superintendent will establish procedures for such conferences. In addition to scheduled opportunities, parents shall have opportunities to arrange conferences with teachers at other times during the year.

*Adopted:* date of manual adoption

LEGAL REF.: 22-2C-6 NMSA (1978) 6.19.9 NMAC

CROSS REF.: IKAB - Report Cards/Progress Reports  
IKE - Promotion and Retention of Students