

**BOARD OF TRUSTEES  
CHURCHILL COUNTY SCHOOL DISTRICT**

**PARENT CONFERENCES AND ACADEMIC PLAN**

The Board believes that the cooperation of school and home is a vital component to the growth and education of the whole child. It recognizes its responsibility to keep parents/guardians informed of student welfare and progress in school and also recognizes its responsibility to encourage the involvement of parents and guardians in their student's academic achievement.

The Board believes that support and assistance in academic planning for middle and high school students is important to the success of students and the mission of the District.

Principals in grades 5 and 8 will provide a transitional meeting for parents/guardians and students to provide promotion and graduation requirements.

**Parent Conferencing**

The Board directs the establishment of a system of reporting student progress that shall include written reports in grades kindergarten through twelfth (12). Formal parent conferences with teachers in grades kindergarten through twelfth (12) are recommended for students not passing competencies and state standards. If a formal conference is not held, then school officials must provide a written document to the parent/guardian and student that would include the information that would have been shared during the conference. Informal parent/guardian conferences at all grade levels are strongly encouraged. The Board shall require all staff members to comply with such a system as part of their professional responsibility.

**Academic Plan – Middle School**

The middle school administration shall ensure that an Academic Plan is developed pursuant to NRS 388.165 for each student in grades 6 through 8 setting forth:

- the specific goals that the student intends to achieve before promotion to high school;
- the courses required for promotion to high school;
- an overview of the credits and courses required for high school graduation;
- the honors courses, career and technical educational courses, and other educational programs, courses, and pathways available to the student which will assist the student in the advancement of his or her education; and
- a description of the expectations of the teachers of middle school students.

The plan must be initially developed with sufficient opportunities for the student and parent/legal guardian to work in consultation with a school counselor. The student and

parent/legal guardian must have opportunity to review the plan at least once each school year in conjunction with a counselor, administrator, or other licensed personnel, and revised as necessary. When a student is enrolled after the initial year of enrollment, an academic plan must be developed with appropriate modifications. The academic plan for a student must be used as a guide for the student and the student's parent/legal guardian to plan, monitor and manage the student's educational development and make determinations of the appropriate courses of study for the student. Failure to satisfy the educational goals in the academic plan does not preclude a student from promotion to high school.

### **Academic Plan – High School**

The high school administration shall ensure that a counselor, administrator, or other licensed educational personnel from the high school meets individually at least once each school year with each student enrolled in grades 9-12 to review with the student the academic plan developed pursuant to NRS 388.205. Each student enrolled in ninth grade and the student's parent/legal guardian shall sign the academic plan. The school must notify the parent or legal guardian of the opportunity to work with a school counselor to develop, review, and revise an academic plan, although the parent or legal guardian may elect to waive the requirement to meet.

At a meeting to review and revise the academic plan, the counselor, administrator, or other licensed personnel must use:

- the results of the student's college and career readiness assessment, if the results are available at the time of the meeting;
- the results of a preliminary National Merit Scholarship Qualifying Test, if the results are available at the time of the meeting; and
- the student's academic records

to review with the student the areas of his or her academic strengths and weaknesses, including areas where additional work is necessary to prepare the student for college and career success without remediation.

The plan must include the specific educational goals that the student intends to achieve before graduation from high school. The plan may include the designation of a career pathway and enrollment in dual credit courses, career and technical education courses, advanced placement courses, and honors courses. Students and parents will be provided or shown how to access:

- The advanced placement courses, honors courses, dual credit courses, career and technical education courses, including, without limitation, career and technical skills-building programs, and any other educational programs, pathways, or courses available to the student which will assist the student in the advancement of his/her education;

- The requirements for graduation from high school with a diploma and the types of diplomas available; and
- The requirements for admission to the Nevada System of Higher Education and the eligibility requirements for a Governor Guinn Millennium Scholarship.

If it is determined that the student requires remediation, the counselor, administrator, or other licensed personnel must coordinate with the student and the student's parent/ guardian to revise the academic plan for the student to ensure that the student is prepared for college and career success before he/she graduates.

If a student enrolls in a high school after ninth grade, an academic plan must be developed for that student with appropriate modifications for the grade level of the student.

The academic plan for a student must be used as a guide for the student and the parent or legal guardian of the student to plan, monitor, and manage the student's educational and occupational development and make determinations of the appropriate courses of study for the student. Failure to satisfy all the goals in the academic plan does not preclude a student from graduation.

ADOPTED: 11/10/11

REVIEWED:

REVISED: 4/28/16, 3/14/18

LEGAL REFERENCE: NRS 388.165 – 388.221, 390.610

REVIEW RESPONSIBILITY: Board of Trustees / Director of Educational Services