

PARTNERSHIP GUIDE:



Parent - Teacher Conferences

Research shows that family involvement is the single most important factor in determining student success. Parent-Teacher Conferences are a valuable opportunity to exchange information and work in partnership to strengthen student performance. Here are a few suggestions to consider.

BEFORE THE CONFERENCE:

- ✓ Let your student know you are attending the conference. Ask your student if there is anything he/she would like you to discuss with the teacher(s).
- ✓ Make a list of questions you want to ask (grades, homework, attitude, behavior, strengths, weaknesses, upcoming projects, how you can help your student learn at home).
- ✓ If your spouse or another adult who shares in the raising of your student cannot attend the conference, please ask for his/her concerns and questions. Also share your information with them afterward.

DURING THE CONFERENCE:

- If you have a scheduled appointment, please be on time and stay on schedule.
- Start the conference on a positive note.
- Use your prepared list to be sure everything gets discussed.
- Ask about major projects or assessments coming up.
- Ask how you can better support your student's learning at home.
- Listen carefully and make notes about your student's progress.
- If you are attending a student led conference, let your student lead the discussion.
- If your student receives special services (Extended Learning Program; speech, occupational or physical therapy, etc.) plan to talk with those staff members also.
- If you run out of time, schedule another appointment.

AFTER THE CONFERENCE:

- ◆ Discuss the results of the conference with your student.
- ◆ Discuss how you, your student, and the teacher(s) can work together better.
- ◆ Stress the good things you learned about your student at the conference.
- ◆ Make a plan together – and stick to it!

**THANK YOU FOR TAKING TIME TO ATTEND
PARENT-TEACHER CONFERENCES!**