



Preparing for a Parent-Teacher Conference

Parent-Teacher conferences are a great way to increase the connection between home and school. This is an essential step in the academic journey for all grade levels.

THE CONFERENCE FORMAT

The typical conference with your child's teacher takes about 15-20 minutes and provides you with a valuable opportunity to:

- see examples of your child's work;
- review grade level expectations and your child's progress;
- ask questions about specific concerns or get additional information; and
- find out how you can reinforce classroom learning at home.

If you have any questions, please reach out to your child's school.



DURING THE CONFERENCE . . .

Be an active listener and take notes.

To make the best use of limited conference time, focus your attention on the areas most important to your child.

Consider the following topics for discussion with the teacher.

- In which area(s) (academic? behavior? social-emotional?) is your child doing well?
- In which area(s) does he/she need to improve?

AFTER THE CONFERENCE . . .

Discuss the results of the conference with your child.

- Talk to your child about the information that was shared at the conference.
- Praise your child for doing well or making progress, but also discuss areas for improvement identified by the teacher.

Monitor and support your child's progress in areas for improvement identified by the teacher.

Communicate with your child's teacher on a regular basis and schedule additional conferences, as needed.

BEFORE THE CONFERENCE . . .

Schedule an appointment for the conference. Review your child's report card. Request interpreting services, if needed.

- Do you understand the grading system?
- Are there any areas that need improvement?

Talk with your child.

- How does your child feel about school?
- How does your child think he/she is doing in school?
- Is there anything that your child wants you to ask or tell the teacher?

Do you have particular concerns about your child?

- How does he/she get along with other children?
- Is your child working up to his/her potential?

Have there been any major changes at home or school that might have an impact on your child's school work?

- Health concerns?
- Family issues?
- New teacher?
- Separation from friends?



- Has your child adjusted well to the class and the teacher?
- What are some of your child's special interests or concerns?
- How can you help your child at home?
- What resources are available to support or enhance your child's educational experience? What are the best ways to continue to communicate about your child's progress?

