

# CHECKLIST



- Talk to your child **BEFORE** going to the conference. Ask them if there is anything in particular you should talk about with their teacher or anything you as the adult need to know beforehand.
  - This will allow you to communicate to the teacher anything that is on your child's mind.
  - Emphasize the **POSITIVE** focus of the conference. We want your child to be excited that you are talking with their teacher!

**PREPARE A LIST OF QUESTIONS TO ASK YOUR CHILD'S TEACHER(S).  
BELOW ARE EXAMPLES OF QUESTIONS THAT COULD BE ASKED:**

## Elementary:

- What are my child's strengths this school year?
- In what areas does my child need to grow?
- Is my child performing on grade level?
- What mathematics performance assessments does my child take and what does the data say?
- Does my child need extra help in any areas?
- Is my child reading on level, above, or below grade level? Can you show me samples of my child's writing?
- How can we work together to help my child grow as a reader and writer?
- As the parent/guardian, what can I do to support my child?
- Related to my child's attendance, does my child have any unexcused absences? Do I still have time to submit an excuse card?
- Related to Social Emotional Learning and the Mood Meter, how has my child been feeling in the classroom? How does my child use the mood meter?

## Secondary:

- What are my child's strengths this school year?
- In what areas does my child need to grow?
- Is my child performing on grade level?
- Does my child seem rested, focused and ready to learn?
- Does my child need extra help in any area?
- Does my child ask questions when they do not understand?
- As the parent/guardian, what can I do to support my child?
- Related to my child's attendance, does my child have any unexcused absences? Do I still have time to submit an excuse card?

## TIPS!

- Be on time.
  - We recommend arriving 10 minutes before for your child's scheduled conference.
- Be focused.
  - Silence your cell phone.
  - Bring something to take notes.
  - Ask for clarification if there is something that you do not understand.
- Leave with an action plan
  - Before you leave, ask your child's teacher for the best way to contact them after the conference.



**MONDAY, NOV. 25 AND TUES. NOV. 26**

