Parent/teacher conferences are one of the means for us to share our responsibility so vital to the educational process at EVHS. Research supports the importance of parents and schools working together to encourage and foster student success. Please use this conferencing time wisely through good planning prior to the conference.

GOAL: INTRODUCTION

Parent-teacher conferences provide a great opportunity for you and your student’s teacher to develop a relationship and collaborate by sharing insights and information about your student. All students learn in different ways. They have their own individual personalities and their own listening and work habits. To help students learn new knowledge and skills, teachers must know as much as they can about each student. No one knows more about these things than you. And no one has more influence over your children than you. Teachers need your help to be success with your student. Because conferences at EVHS are scheduled for 5 minutes per teacher, planning ahead can help you maximize the experience.

BEFORE THE CONFERENCE

1. Ask your student if there is anything they would like you to discuss with their teacher.

2. Know your student’s schedule. You may either ask your student or you may print it from the Parent Portal. This will allow you to know with which teachers you need to conference.

3. Review and bring with you the midterm grades already given to your student.

4. Jot down everything that you want to talk about at the conference. Some ideas follow.

   - What skills and knowledge will my student be expected to master this year?
     - How do you inform students about the academic standards they’re expected to meet?
     - What kind of projects and assignments have you planned that will help my student meet higher academic standards?

   - What assessments will be used to evaluate my student’s progress?
     - What kinds of information do you use to evaluate students?
     - How are grades determined in your classroom?

   - What can I do at home to complement what is happening in the classroom?
     - How can I know on a daily basis what homework has been assigned?
     - How can I support teachers' efforts in implementing higher academic standards?
How do you accommodate differences in learning?
✓ What if my child is a slow learner and falls behind, or is a fast learner and is unchallenged?

How does my student interact socially with other students?
✓ Is my student’s behavior appropriate in and outside of the classroom?

How are students in your class prepared for further learning after high school?

**AT THE CONFERENCE**

✓ Avoid lengthy discussions of topics that are not related to the purpose of the conference.
✓ Be open-minded to suggestions from the teacher.
✓ Maintain a positive attitude and work to develop a plan for improvement. Be sure to follow up with another appointment.
✓ Take notes about what has been discussed to share with your child.
✓ Do not stay beyond your allotted time.
✓ At the conclusion of the conference, review what has been said and the steps that are planned for follow-up.

**AFTER THE CONFERENCE**

This is a chance to take new or validated information with you as you continue to work with your student. Follow up by with the following items.

✓ Review with your student what was discussed and work with them regarding what is expected.
✓ What did I learn that will help me support my student?
✓ Did the teacher learn more about my student from me?
✓ Did I learn more about the teacher?
✓ Did we all emerge with specific, practical ways to help the student?
✓ What next? What follow-up and future communications are necessary? Have you documented, for your future reference, follow-up commitments you made at the conference?

**Conclusion:**

Parent/teacher conferences should enhance the teamwork and support that is required for student learning success at EVHS. Our goal is to create “positive action” on behalf of your student’s education. Good luck as you prepare for a successful parent-teacher conference.