

Parent-Teacher Conference Tips for Parents

- ❖ Arriving on time for the conference will provide you with the entire scheduled conference period to discuss your child.
- ❖ Do not cancel the appointment, except in the event of an emergency. Remember that teachers must meet with many parents.
- ❖ If it is absolutely necessary to cancel an appointment, notify the teacher as soon as possible.
- ❖ Unless plans have been made by the teacher to invite the student, conferences will be more effective if the student and/or siblings are not present.
- ❖ The child is served best when parents and teachers confer in an atmosphere of cooperation, respect and support.

Conference Reminder

conference is scheduled

for _____

from _____ to _____

If you are unable to attend, please notify me as soon as possible. I look forward to meeting with you soon!

Parent
Teacher
Conferences

Behavior
Teamwork
Grades

Progress
Goals
Achieve

Communication
Homework



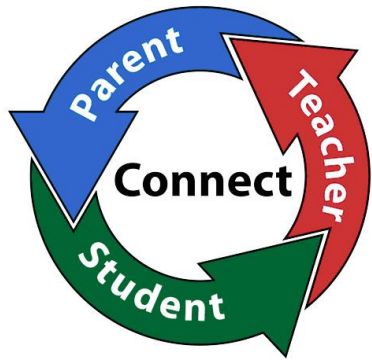
Parent/ Teacher Conferences

Glencairn Elementary School
East Lansing Public Schools



Mission Statement

Nurturing each child
Educating all students
Building World Citizens



Why Have Parent Teacher Conferences?

The parent/teacher conference is recognized by parents and teachers as a highly effective means for improving the education of children.

As partners in the conference, parents, teachers, and sometimes the students share valuable information, and plan together for the continuous growth of each child.

Matters discussed in conferences are considered personal and confidential.

In the East Lansing School District, two scheduled conferences are held each year, one in the fall and another in the spring. Additional conferences may be scheduled at any time upon request of the parent or the teacher.

The Parent-Teacher Conference

The purpose of parent-teacher conferences is to provide the following opportunities:

For teachers to share with parents the academic, social, emotional and physical progress of the child.

For parents to inform the teacher of the child's interests, abilities, background experiences, strengths, struggles, perception of school, and out-of-school life.

For parents and teachers to meet and to get to know one another better.

To discuss goals for the child's academic and social growth.

For teachers to explain and discuss with parents the school programs, methods, philosophy, policies and procedures.

After the Conference

- ❖ Review conference discussion and notes.
- ❖ Talk with your child about the conference.
- ❖ Follow through with any actions discussed at the conference.
- ❖ Maintain contact with the teacher throughout the year.

Notes from the Conference
