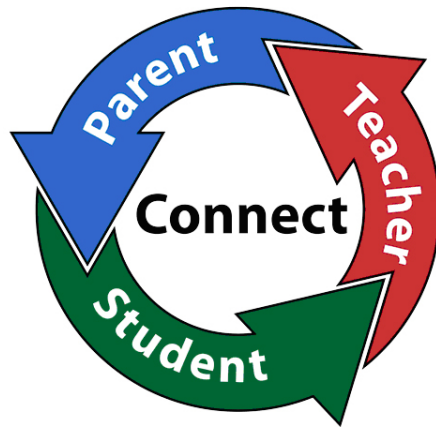


How to Have a Successful Parent-Teacher Conference



- **Prepare questions in advance.** Examples of good questions are: What area has my child shown growth? What area does my child struggle with in school? Is my child finishing assignments on time? How can I help my child at home?
- **Be specific.** Have topics that you want to discuss. Talk to your child before the meeting and ask them if there are any concerns they have about school.
- **Exchange information.** Give the teacher information about past educational experiences that might affect their current school experience and any major changes at home such as a death or a new baby.
- **Take notes.** Your conference may end with several actions for you and the teacher to take to follow up. Make sure that you write them down so that you can follow up with helping your student at home.
- **Start with a positive attitude.** Come in with a solution in mind and refocus conversations on solutions along the way. It is important to not waste too much time on the negative but on actions that you can take as a team to support your child's school success.
- **Discuss the whole child.** This is important no matter the age of your child. Your child's teacher has valuable information about how your child acts when they are away from you and how they interact with classmates. It is important to discuss your child's social-emotional and academic development.
- **Leave with a plan.** Your meeting should end with action for you and your child's teacher to take. Schedule a follow up meeting or phone conference if needed to ensure the plan is working.