



Parent-Teacher Conferences

Progress Summary

Parent-teacher conferences are a great time to learn more about your student's progress and how to support their development. Be open to feedback - sometimes, the feedback you receive may include areas where your student can improve. Instead of focusing on what's "wrong," view it as an opportunity for growth. Ask for specific examples and work with the teacher to develop a plan that supports improvement. Remember, this isn't about perfection but about helping your student grow.

<i>Before</i>	<i>After</i>
<p>Review Report Cards and Progress Reports: Look over grades, teacher comments, and any notes from past conferences.</p>	<p>Review Notes: Go over any notes taken during the conference and clarify any follow-up actions with your student.</p>
<p>Gather Recent Work Samples: Collect examples of your student's recent assignments, quizzes, and tests to review their progress.</p>	<p>Set Actionable Goals: Based on the conference discussion, set specific goals for your student's academic and personal growth.</p>
<p>List Questions and Concerns: Make a list of specific topics you want to discuss, such as academic strengths, areas for improvement, social skills, and behavior.</p>	<p>Establish a Communication Plan: Ask teachers how you can stay updated on your student's progress and the best way to reach them with future questions or concerns.</p>
<p>Discuss with Your Student: Talk to your student about their experiences in school. Ask if they have any concerns or if there's anything they'd like you to discuss with their teachers.</p>	<p>Monitor Progress: Partner with your student and your student's teacher to conduct regular check-ins for established goals.</p>
<p>Set Goals: Consider what you'd like to accomplish from the conference. This could include understanding specific challenges, setting academic goals, or identifying ways to support your student at home.</p>	<p>Seek Follow-on Help if Needed: If your student needs extra help, look into resource centers at school, online tools like Khan Academy, or schedule a free consultation with Prep Academy Tutors.</p>

Elementary Students

Student Name:	Teacher:	Subject:
Area to Discuss		Notes/Ways to Help
Academic Skills		
How is my student doing compared to grade-level standards?		
Where have you seen the most growth in my student?		
Social Development		
How does my student interact with other students?		
How does my student approach challenges or setbacks?		
Behavior and Attitude		
Is my student respectful and attentive in class?		
Does my student follow directions and participate in activities?		
Assignments and Study Habits		
How does my student handle assignments?		
What strategies help them stay motivated when learning is tough?		
At-Home Support		
What can I do at home to reinforce learning at home?		
Are there any resources or activities you recommend?		

Middle School Students

Student Name:	Teacher:	Subject:
Area to Discuss		Notes/Ways to Help
Academic Progress		
What areas are my student's strongest and weakest?		
How can I help my student improve in subjects where they are struggling?		
Organization and Time Management		
How organized is my student?		
Are they able to keep track of assignments and deadlines?		
What organizational tools do you recommend implementing?		
Social and Emotional Well-being		
How does my student interact with their peers?		
Are there any social or emotional concerns that are impacting their learning?		
How does my student approach challenges or setbacks?		
Independence and Responsibility		
Is my student taking responsibility for their own learning and assignments?		
What can I do to support my student's growing independence?		
Preparation for High School		
What skills should my student focus on developing to be ready for high school?		
Are there any extracurricular activities or advanced courses you recommend?		

High School Students

Student Name:	Teacher:	Subject:
Area to Discuss	Notes/Ways to Help	
Academic Achievement		
Is my student's grade an accurate reflection of their understanding/performance?		
Are they on track for graduation?		
Are there specific courses or skills they should focus on to meet their goals?		
College and Career Readiness		
Is my student prepared for college or their desired career path?		
Are there any courses, tests, or programs they should be aware of?		
Extracurricular Activities		
How is my student balancing academics with extracurricular activities?		
Are there activities you recommend?		
Executive Function		
Does my student manage their time effectively?		
How can I help them improve their study habits?		
Social and Emotional Well-being		
How does my student handle stress and social situations?		
Are there any concerns I should be aware of that could impact their success?		

