

February 9, 2011

Dear Parents,

The format for this term's conference is three-way conferencing. At this time, the student, parents and teacher will meet together to talk about the learning that has taken place during the year. The conference is scheduled for 15 minutes. Your child knows a great deal about their own learning in has collected work samples to show you. By working together, we can support your son or daughter's learning. We look forward to seeing you at the conference.

Format

The number-one purpose of the conference is to is to support the learning of your son or daughter by:

1. Talking about the strengths and areas for progress
2. Looking at and discussing work samples
3. Talking about areas needing improvement
4. Setting one or two goals
5. Discussing ways to meet goals

We recognize that there may be some issues to be discussed with the teacher that should not involve the child. If parents wish a separate meeting with just the teacher please arrange an appointment to meet at a later date.

Please return the attached form to the school by **Wednesday, February 16th.**

Notices confirming time schedules for conferences will be sent home with your child.

Please return only **one form per family** - with the eldest child.

Please check whether you would like evening or morning and list your 2 best choices of times.

Allotted time per student is 15 minutes.

RETURN THE ATTACHED FORM BACK TO SCHOOL NO LATER THAN WED, FEB. 16TH



THURSDAY (evening)

- ___ 3:30-3:45
- ___ 3:45-4:00
- ___ 4:00-4:15
- ___ 4:15-4:30
- ___ 4:30-4:45
- ___ 4:45-5:00
- ___ 5:00-5:15
- N/A/ 5:15-5:45
- ___ 5:45-6:00
- ___ 6:00-6:15
- ___ 6:15-6:30
- ___ 6:30-6:45
- ___ 6:45-7:00
- ___ 7:00-7:15
- ___ 7:15-7:30
- ___ 7:30-7:45
- ___ 7:45-8:00
- ___ 8:00-8:15
- ___ 8:15-8:30
- ___ 8:30-8:45
- ___ 8:45-9:00

FRIDAY (morning)

- ___ 9:00-9:15
- ___ 9:15-9:30
- ___ 9:30-9:45
- ___ 9:45-10:00
- ___ 10:00-10:15
- ___ 10:15-10:30
- ___ 10:30-10:45
- ___ 10:45-11:00
- ___ 11:00-11:15
- ___ 11:15-11:30
- ___ 11:30-11:45
- ___ 11:45-12:00
- ___ 12:00-12:15
- ___ 12:15-12:30
- ___ 12:30-12:45
- ___ 12:45-1:00

Child (ren)'s name(s) (Please print)

SURNAME FIRST NAME TEACHER GRADE

- 1. _____
- 2. _____
- 3. _____
- 4. _____

