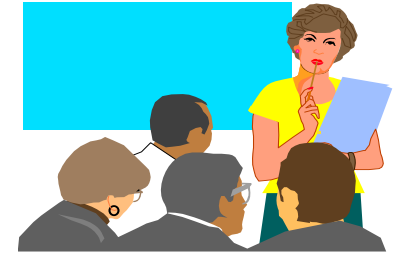


# PARENT/TEACHER CONFERENCES



## GLENWOOD HIGH SCHOOL

1501 E. PLUMMER BLVD.  
CHATHAM IL 62629  
483-2424

Nate Cunningham, Principal  
Chris Becker, Asst. Principal  
David Hay, Asst. Principal  
Jim Lee, Assoc. Principal  
Dan Rourke, Asst. Principal

## CONFERENCES HELD

Thursday, September 25, 2008  
Friday, September 26, 2008  
7:45 a.m. - 3:00 p.m.

***To schedule a conference,  
please return form to Office I by  
Wednesday, September 17, 2008***

OR

***Fax 217/483-5402***

OR

***CALL on September 17th or 18th between  
4:30 pm and 7:30 pm for an appointment.***

## SUGGESTIONS

- \* Be prepared!
- \* Help the teacher know as much about your son/daughter as possible.
- \* Look for the positive things at home and school.
- \* Be prepared to follow up on the conference to see if results are gained.
- \* Check out other resources that might be helpful to you and your student.
- \* See a counselor if you feel additional help is needed.
- \* Take notes so that you will be able to take advantage of the things discussed in the conference.

*There is a common goal between the family and the school. Both want the student to achieve the best education possible.*

Student's Name \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Home Phone # \_\_\_\_\_

Work/Cell Phone \_\_\_\_\_

May we fax back? Number \_\_\_\_\_

Please circle preferred day:

Thursday Friday Either

Please circle preferred time: AM: (7:45 – 11:00) or

List all teachers you are requesting to meet.

PM: (12:15 - 2:45) or Either

Teacher \_\_\_\_\_

Subject \_\_\_\_\_

Teacher \_\_\_\_\_

Subject \_\_\_\_\_

Grade \_\_\_\_\_

ID # \_\_\_\_\_

*(Tear at perforation and return.)*

**Please have form dropped off, mailed, or faxed (483-5402) to Office I by  
Wednesday, September 17, 2008**

### What Is a Parent/Teacher Conference?

The Parent/Teacher Conference is an opportunity for a student's parents or guardians to meet with a teacher so that the greatest possible cooperation can be developed between the home and the school.

Cooperation and communication will result in a better educational environment for the student. Together, the parents or guardians and teacher can support each other in helping the student to complete the work required

Our school philosophy begins with our major goal, "... to provide meaningful experiences for each student." Our program is designed to fulfill that mission. Therefore, we want to involve the home and the family in a joint effort to provide the best guidance and support possible to help our students learn.

Parents should feel free to contact the school for a special conference whenever they are concerned about any of the following areas:

- The social, emotional or academic
- Growth of the student; conflicts between
- The learner and teacher;
- Future plans and direction for the student

**Remember:** We want to work with you. You play a very important role in the success of your son or daughter in school.

### What Should I Expect From the Teacher?

The teacher should be prepared to discuss:

- class expectations
- tests/quizzes/reports
- assignments/homework
- behavior in class
- attitude in class
- strengths
- weaknesses

The teacher should have recommendations for academic improvements, if needed.

### What Do I Do After the Conference?

- ❖ Discuss the results of the conference with significantly involved adults.
- ❖ Discuss the results of the conference with your child.
- ❖ Be positive and stress strong points.
- ❖ Review suggestions made for improvements.
- ❖ Make plans to carry out the suggestions for improvement.
- ❖ Continue any follow-up contacts with the teacher. Maintain communication with the school.

**Remember:** Conferences are opportunities for parents and teachers to work together toward a successful school/home relationship.

### How Do I Prepare For A Parent/Teacher Conference?

#### Parents:

- **Make a list of things to discuss with the teacher.**
- **Discuss the visit with the student beforehand.**
- **Share special interests of your son/daughter with the teacher.**

- favorite subjects
- after-school activities
- home responsibilities
- work responsibilities
- difficulties in school
- medical problems and/or needs

- \* **Prepare a list of questions to ask.**

#### **Suggestions:**

- grading
- homework
- books and materials
- classroom policies
- tests
- attitude in class
- behavior in class

**Remember:** Having a plan for the conference will help you and the teacher to effectively manage your time.