



## Tupelo Public School District

### *Agenda Guide for Parent-Teacher Conferences*

- **Welcome & Introduction**
  - *Establish a relationship which is student-focused.*
- **Purpose of the Conference**
  - *To share collaborative information to meet the needs of your child.*
  - *Consider student-led conferences!*
- **Establish and Discuss Academic, Social and Behavioral Goals**
  - *Academic Goals- current progress monitoring, grading, achievement*
  - *Social Goals- general attitude about school, temperament & personality*
  - *Behavioral Goals- influence of peers, family, 'favorites', & expectations*
- ***\*\*Teacher Inquiry - building positive rapport, providing student work examples, setting goals for student success, and team building to improve student achievement.***
- ***\*\*Parent Inquiry- providing student expectations, support opportunities at home, and establishing open communication between home and school.***
- **Supplementary Support**
  - *Is additional support required for student success, such as the school counselor, administrator, special education or challenge teachers, other site-based resources?*
- **Post Conference Plan:**
  - *Establish next-steps for goals involving the student, parent and teacher via a timeline.*
- **Conference Conclusion:**
  - *Exchange contact information for communication convenience.*
  - *End on a positive note with clear expectations and take-aways.*

***\*\*Suggested Teacher and Parent Inquiry Questions Attached***

**Suggested Teacher Inquiry Questions:**

- 1. What are your goals for your child this year?**
- 2. What specific concerns do you have about your child's academic progress and/or social and behavioral goals?**
- 3. What general questions do you have about the classroom curriculum, standards, assessments or procedures?**
- 4. What concerns or questions do you or your child have about school?**
- 5. Does your child have any health problems which might affect his/her behavior or academic progress?**
- 6. Are there any other issues which I might need to be aware of to support your child while at school?**
- 7. What are the best ways/convenient times for us to communicate about your child?**
- 8. What can I answer for you that I may have not answered thus far?**
- 9. What are some parental tips used at home which I could support you with at school in regard to your child?**
- 10. What do you want me, as a teacher, to know about your child?**

**Parent Inquiry Questions:**

- 1. How is my child doing in your class? What are my child's grades in each subject area?***
- 2. Is my child in any special classes, groups or programs? Why? What are the benefits?***
- 3. How does my child's work compare to the expectations of grade level mastery?***
- 4. Is my child performing up to his/her ability? What can I do to help at home?***
- 5. What goals have been set for my child this year? Do you anticipate my child meeting those goals (academic/social/behavioral)? Why or why not? What programs are available if my child requires additional support?***
- 6. Has my child missed any classes or failed to complete any assignments?***
- 7. Does my child participate in class discussions, group work, or activities?***
- 8. How well does my child interact with his/her peers? Has my child been involved in any issues at school?***
- 9. What concerns, as a teacher, do you have regarding my child's behavior or academic progress?***
- 10. What is the best way for us to communicate and collaborate for my child's success in school?***