TIPS FOR A SUCCESSFUL CONFERENCE

**DECIDE IN ADVANCE WHAT YOU WANT TO ASK YOUR CHILD’S TEACHER**

You will learn more about your son/daughter and find the conference more satisfactory if you approach your child’s teacher with specific questions in mind. For example, you may want to ask, "Is Greg doing as well as he should in Math?" or "Should we be considering tutoring for Greg?" instead of "How is Greg doing in class?" Sit down with your spouse in advance and decide what specific aspects of your student's school work are puzzling or worrisome.

**BE PREPARED TO TELL THE TEACHER WHAT HE/SHE NEEDS TO KNOW**

The more your student's teacher knows about the home background, hobbies, reading interests, what he/she says at home about school, her/his opportunity to do homework, the state of her/his health, etc., the better equipped the teacher is to help the student with learning in school. If the teacher asks questions of this kind, do your best to give accurate answers. This is not prying. The teacher is seeking the "why" of his/her strengths and weaknesses in school in order to guide the student more effectively.

**PLEASE LEAVE YOUNGER BROTHERS AND SISTERS AT HOME**

Small children not only disrupt a parent-teacher conference, they may also listen to what is said and repeat it.

**LISTEN BEFORE YOU LEAP**

If you have been storing up resentment about a tale your daughter/son brought home from school, or are upset about community gossip regarding school, don't explode. Listen to the teachers' side of the story. Often only partial truths are communicated. An over-reaction can damage the relationship between parent and teacher. Listen to the whole story.

**DON’T EXPECT MORE THAN THE TEACHER CAN GIVE**

Your student may need special help and his/her teacher may be longing to give that help, but if the class is full, the teacher may lack the time. Don't expect or demand more special attention for your student than can be given. Instead, ask the teacher if there is anything you can do on the home front to help solve the problem.

**SAY SOMETHING NICE**

We all like to be appreciated and teachers are no exception to that rule. A few kind words, if sincere, will mean a lot to your child’s teacher.

**GO HOME AND DO SOMETHING ABOUT IT**

Don't let the parent-teacher conference fade into oblivion with no specific action on your part. When you return home, jot down notes on the conference, on what you learned about your daughter/son, and on what you and the teacher agreed to do. Look over your notes, think about them, and decide on the next steps you should take in helping your student.

**HOW TO CONTACT TEACHERS/STAFF VIA E-MAIL**

Enter the first name, and their last name followed by @wlcsd.org. For example, to contact Principal Andy Dale, enter his e-mail address: AndyDale@wlcsd.org (not case sensitive).

Please contact Mr. Dale, principal, if you have any questions regarding Parent-Teacher conferences.