

Notes about the conference

Follow-up plans

Teacher contact information



This publication was produced by the Portland Public Schools Office of School and Family Partnerships, Special Education & ESL Department. The Office of School and Family Partnerships provides support to schools to improve family engagement, to ensure that our schools are welcoming and family friendly, and to encourage family participation in student achievement. For more information, please visit our webpage: www.pps.net/departments/school-family-partnerships.

Portland Public Schools • 501 N. Dixon St. Portland, OR 97227

Portland Public Schools is an affirmative action and equal opportunity employer.



Tips for a Successful Parent-Teacher Conference

Parent-teacher conferences are a time for parents/guardians and teachers to share information, discuss student progress and form relationships that will help students succeed.

You know more about your student than anyone at school. Your student's teacher (or teachers) needs to hear from you. And you need to hear from the teacher(s).



Do you need an interpreter?

If English is not your first language, please contact the school before the parent/teacher conference and request an interpreter to assist you during the meeting.

Preparing for Parent-Teacher Conferences

- Talk with your child to understand their questions and concerns about school.
- Make notes, listing your questions and concerns. Remember to share your child's strengths, and how your child learns best.
- Ask for a phone conference if you cannot attend your child's conference.

At the Parent-Teacher Conference

Questions for the Teacher:

- How is my child doing socially? How do you support his/her social development in class?
- Is my child performing at grade level? Can you show me examples of my child's work in math, reading and writing that demonstrate his/her current performance level?
- How do you support differences in learning abilities and styles?
- How is my child's culture reflected in the classroom learning time?
- Does my child need extra help in any areas? What resources are available at schools?
- Do you have any suggestions to continue my child's learning at home? i.e. books, online learning programs, homework.
- Find out the best way and time to communicate with your child's teacher.



After the Conference

- Talk with your child about what the teacher told you, especially the positive comments.
- Talk about goals and make a plan to reach them together.
- Keep in touch with the teacher during the school year.

Student Support Services

Special Education/504

- How is my child's IEP/504 supported in the classroom?
- What is the contact information for their case manager
_____?
- What inclusive practices have worked?

English Language Learners

- Given my child's English language abilities, how do you support their language development and progress in reading, math and writing?
- How is my child's culture reflected in the classroom learning time?
- What is the contact information for the ELD teacher?

Talented and Gifted (TAG)

- Given my child's level of achievement, how are their skills being supported in regards to their strengths?
- How are my child's learning needs being met?