BAKER DRIVE ELEMENTARY

STUDENT- LED CONFERENCES 2014

Feb 11, 2014

Dear Parents:

Children will be presenting their learning to you through a student-led conference. This year’s conference is planned for:

**Wednesday*,* Feb 19** – appointments available between 2:00 – 4:00

**Thursday, Feb 20** – appointments available between 2:00 – 7:00

**NOTE: Early Dismissal – classes will be dismissed at 2:00pm on both these days.**

The purpose of the conference is for your child to show you their work and discuss with you the progress they have made advancing their skills and knowledge throughout the school year. Students are excited about sharing their work and will have a plan to follow as they lead you through the conference. We know you will gain a more thorough insight into your child’s accomplishments and areas that need improvement by the end of your conference time. Please note the following information about conference day:

1. Parents and students choose an appointment time that best fits their schedule. **Please complete and return the form below by Thursday, Feb 13.** I will send you a confirmation form noting your appointment time.
2. Conferences are approximately 20 minutes in length and are to be led by your child. Teachers are supporting the conference but may not have time to speak to you about your child’s individual progress. Please feel free to arrange another time if you would like to discuss your child’s progress.)
3. This is a one-on-one conference with a parent and student. As this is a special time for your child to demonstrate what has been learned and to conduct a formal interview with you, it will be beneficial for siblings not to attend the conference with your child; we encourage you to make alternate arrangements for your other children. Your complete attention will be appreciated by your child, who has worked hard to prepare for this event.
4. Please return one form for each child attending Baker Drive. Again, please contact me if other arrangements need to be made.

**Please cut & return the bottom portion to me by Thursday, Feb 13**

**Sincerely,**

***M. Cooper***

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Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Div. \_\_\_\_\_Teacher\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please place a #1 beside the time that is your first choice and a #2 beside your second choice. We will endeavor to meet as many first choices as possible.

**Wednesday** \_\_\_\_ 2:00 – 2:20pm \_\_\_\_ 2:20 – 2:40pm \_\_\_\_ 2:40 – 3:00pm

(Feb 19)

\_\_\_\_ 3:00 – 3:20pm \_\_\_\_ 3:20 – 3:40pm \_\_\_\_ 3:40 – 4:00pm

**Thursday** \_\_\_\_ 2:00 – 2:20pm \_\_\_\_ 2:20 – 2:40pm \_\_\_\_ 2:40 – 3:00pm

(Feb 20)

\_\_\_\_ 3:00 – 3:20pm \_\_\_\_ 3:20 – 3:40pm \_\_\_\_ 3:40 – 4:00pm

 \_\_\_\_ 4:00 – 4:20pm \_\_\_\_ 4:20 – 4:40pm \_\_\_\_ 4:40 – 5:00pm

 \_\_\_\_ 5:00 – 5:20pm \_\_\_\_ 5:20 – 5:40pm \_\_\_\_ 5:40 – 6:00pm

 \_\_\_\_ 6:00 – 6:20pm \_\_\_\_ 6:20 – 6:40pm \_\_\_\_ 6:40 – 7:00pm

Please list the name and class of other children in the family attending Baker Drive:

Siblings: Classroom Teacher:

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