



American
Education
Week NOVEMBER
16-22

Sylvan
Learning

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NATIONAL
EDUCATION
ASSOCIATION
Great Public Schools for Every Child

*Education
is a shared
responsibility.*

To celebrate NEA's American Education Week's (November 16-22, 2008) theme of shared academic responsibility, Sylvan Learning and the National Education Association (NEA) are proud to suggest tips to help make your teacher conferences productive and successful.

To help students learn the skills, habits and attitudes needed for lifelong success, teachers need your assistance and input. Working together, you and the educator can ensure your child reaches his full potential this school year.

Parent Tips For Effective Parent/Teacher Conferences

Some Things to Keep in Mind

Parent/teacher conferences are an excellent opportunity to gauge your child's academic progress and create an ongoing dialogue with your child's teacher.

Getting Ready:

- Ask your child if there are topics he/she would like discussed with his/her teacher.
- Write notes to yourself about your child's personality, learning difficulties and study habits – aspects that you feel the teacher should know. Take these notes with you to the meeting.

Helpful Questions to Ask at the Meeting:

- What is your classroom homework policy? Is homework graded?
- What are the skills that you expect my child to master this year?
- Is my child working up to his/her ability?
- How do you accommodate for learning styles?
- How can I stay involved in my child's learning?

During the Conference:

- Be respectful of the teacher's time and arrive promptly.
- Begin the conversation on a positive note.
- Discuss your notes concerning your child's learning habits.
- Ask your most important questions first – in case time runs out.
- Listen to the teacher's comments and be open to feedback and suggestions.
- Ask the teacher for specific suggestions on ways to help your child reach his/her potential. This is the most important part of the meeting.
- If the teacher says something that you don't understand, ask for clarification. Don't be shy.
- Take notes so you can discuss the meeting with your child.
- End the meeting by reiterating the actions that will be taken by the teacher or you.
- If needed, schedule a time to meet again.

After the Conference:

- Develop an action plan, then work with your child to implement it. Be sure to make learning fun.
- Stay in contact with the teacher and continue to discuss your child's progress.

Help your child discover a lifelong love of learning. Visit the "Parent Resources" area on SylvanLearning.com or Nea.org/parents/parent-guides.html for free family activities and additional tips. To participate in interactive, educational conversations and obtain expert learning tips, visit DrRickBlog.com.