



**September 25, 2015**

**Dear Parents/Guardians and Students:**

We are ready to begin scheduling 'Student-Led Conferences' for the afternoons/early evenings of October 29<sup>th</sup> and 30<sup>th</sup> (Thursday and Friday). These conferences provide opportunities for students to accept responsibility for their learning, evaluate their performance, take pride in their achievements and develop their leadership skills. **This is a required activity for all students.** If you absolutely cannot attend, we ask that you assist your child in finding another adult who has a meaningful role in your child's life and who can be there in your place.

Here is an explanation of the purpose/role of all conference participants:

**Students** - Your conference gives you an opportunity to reflect upon your successes and struggles, set goals for the future, and provide evidence of what you have learned in each of your classes. We emphasize that these are *student-led* conferences. So students, you're the leaders! But know that your advisor will be there as a "coach" to support you and you will have time at school to prepare.

**Advisors** - This is an opportunity to enhance the lines of communication between the advisor, the advisee and his/her family. It allows us to deepen relationships that have already begun to form. Finally it is a chance for advisors to share any serious concerns we have regarding student progress.

**Parents** - This is your opportunity to listen, to ask questions, and to provide praise, guidance and support. For those of you who get monosyllabic answers to your questions (i.e. "how was school?" "Fine"), this is your chance to get more information.

On both Thursday and Friday students will be **released at 12:00pm**. If you need to have supervision for your child, **please contact us** and we will help coordinate supervision with other families or provide it on site.

In planning for the conferences, we need to know your availability. **Please, complete the form below and return no later than next Tuesday, September 29<sup>th</sup>.**

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**Student:** \_\_\_\_\_ **(please print)**      **Parent:** \_\_\_\_\_

Conferences will last 20 minutes. Please **circle any and all start times** that would be convenient for you from the following list. If your schedule prohibits you from attending any of these available times (cannot attend a single time), please let us know in the comment section. After compiling the information, we will send home a confirmation of the day and time of your appointment.

<b>Thursday, October 29th</b>
12:30 – 1:00 – 1:30 – 2:00 – 2:30 – 3:00 – 3:30 – 4:00 – 4:30 – 5:00 – 5:30 – 6:00
<b>Friday, October 30th</b>
12:30 – 1:00 – 1:30 – 2:00 – 2:30 – 3:00 – 3:30 – 4:00 – 4:30 – 5:00 – 5:30

**Comment:**