

Student-Led Conference Preparation Checklist

- Discuss with students possible areas to include.
- Ask student to review and reflect on artifacts in treasury.
- Make sure students add reflective attachments.
- Ask students to create a showcase portfolio.
- Direct students to create a directory/plan for the conference.
- Have students practice conferences with peers.
- Set conference time schedule using teacher letter to parents.
- Have students create invitations for parents.
- Have students fill in photocopy of blank report card.
- Help students set learning goals.
- Review showcase with each student.
- Conduct student-led conferences.