

Parent-Conference Preparation Guide

Conference requested by: _____

Date of conference: _____

Time of conference: _____

Location: _____

Persons requested to attend: _____

Date notified: _____

Primary concern of person(s) requesting conference:

Student strengths:

1.

2.

3.

Student weaknesses:

1.

2.

3.

Current grade average:

Suggestions for improvement: