

Parent-Teacher Conference Checklist

TEACHER	
EMAIL	
PHONE	

STUDENT	
CONFERENCE DATE	

PARENT	
EMAIL	
PHONE	

What is the best way to contact?

☐

EMAIL

☐

PHONE

☐

TEXT

Health issues

Let your teacher know if your child has allergies, ear infections, is immunocompromised, etc.

List of possible learning problems

ADHD, Asperger's, autism, dyslexia, dysgraphia, dyscalculia, slow reader, etc.

Time spent on homework

How much time is homework taking for your child?
How much time does your teacher expect kids to be taking on their homework?

Virtual learning participation, difficulties, and assistance

How is your child doing? Are sessions too long?
How are activities and the week broken up? Does your child need smaller group instruction?

504 or IEP

If your child has a 504 or IEP, is your teacher aware of all the accommodations? Make sure to bring up each accommodation.

Samples of homework

Grab an assignment that was very hard and one that they really enjoyed doing. This will help you explain how they are doing their assignments independently at home.

Trends you are seeing at home

Is your child having focusing difficulties? Do they feel overwhelmed, too challenged, under-challenged, dread school, love school, etc.?

Favorite and least favorite subject

Let your teacher know what subjects your child loves or what subjects they struggle with.

Problems you are having at home with homework

Too much homework, not enough homework, too challenging, takes too long, has the teacher received all of your child's homework, etc.

Questions for the teacher

Homework policy, video enabled on Zoom, etc.

