

Parent-Teacher Conference Form

Plan it, record it, follow up

Student: _____ Teacher: _____ Date: _____

Family members present: _____ Time: _____ Interpreter?: _____

Strengths and good news

Areas to grow

Family questions and what the family shared

Action plan

Next step we agreed on	Who	By when	Done

Follow-up date: _____ How we will stay in touch: _____

Teacher signature

Family signature

