



DIVISION OF EARLY CHILDHOOD
PRE-K PARENT-TEACHER CONFERENCE FORM



☐ FALL

☐ SPRING

☐ EXIT

Child's Name: _____ Parent's Name: _____

School/Center: _____ Teacher: _____

Conference **Date:** _____ **Start Time:** _____ **End Time** _____ Format: ☐ In-Person ☐ Virtual

TOPICS to DISCUSS

- ☐ **In-class Progress:** How student performs on a regular basis; student participation; show/discuss student work samples; readiness skills
- ☐ **Academic Expectations:** Reading/Math Nine Week/Semester; End of Year; Kindergarten Readiness Inventory (KRI); Third Grade Commitment
- ☐ **Attendance:** Regular/Irregular; On-time/Tardy
- ☐ **Student's Special Needs/Concerns:** Social, emotional, academic, behavior, excessive sleepiness, toileting, etc.
- ☐ **Medical Needs/Concerns:** Vision, hearing, speech, asthma, upcoming health/immunization status, etc.
- ☐ **Home Connection/Parent's Focus Skill(s)** *Select all that apply.*

☐ Academic: _____

☐ Social-Emotional: _____

☐ Physical: _____

☐ Behavior: _____

Summary of Parent-Teacher Conference

Child's Area(s) of Strength: [] Attends class every day; [] Gets along well with others; [] Has a positive attitude; [] Participates in class; [] Solves problems; [] Listens well; [] Thinks creatively; [] Models advanced language; [] Is respectful towards others; [] Has leadership qualities

Other Area(s) of Strengths: _____

Child's Area(s) to Strengthen/Improve: [] Attends class every day; [] Gets along well with others; [] Has a positive attitude; [] Participates in class; [] Solves problems; [] Listens well; [] Thinks creatively; [] Models advanced language; [] Is respectful towards others; [] Has leadership qualities

Other Area(s) to Strengthen: _____

Parent's Learning Goal(s) for Student: By _____, my child, _____ will _____

Teacher's Learning Goal(s) for Student: By _____, _____ will _____

What will the parents do to ensure the student achieves the learning goal(s)? _____

Parent Signature: _____

Teacher Signature: _____

***Sign-in sheets and forms must be handwritten, completed with signatures, scanned/mailed or faxed to your FES within 5 days of completion.**

Email only the sign-in sheet to your advisor.

Revised 07/12/2024