

## Student-Led Conference Process

The process below will be followed during our portfolio conferences. It will be important to follow this process closely so that we remain on schedule. Each conference will be 20 minutes. The teacher will help guide students through the process.

- 1. Introduction:** The teacher and student will provide a brief introduction of what will be presented and discussed during the meeting.
- 2. Student Presentation of Work Samples and Learning Targets:** *Stakeholders (parents/ teachers) listen silently during this part of the conference.*
  - Reading, Writing, and Math  
The student will determine the order in which academics will be presented. They are encouraged to begin with a subject with which they feel most confident and comfortable. The student will describe their strengths as a learner in each subject area and provide text evidence. The student will also share a specific set of learning goals (skills that need more time and work) and provide evidence for these goals (work samples, etc.).
  - Social and Emotional Behavior  
The student will describe strengths and areas of improvement for social and emotional behavior in the classroom. Students will provide examples for each strength and area of improvement.
- 3. Responding to the Presentation:** Parents respond to the student's presentation in order to:
  - Expand on the student's thinking about his or her specific strengths or areas of improvement
  - Provide an additional perspective to the areas of strength or improvement
  - Clarify the student's thinking about specific strengths and areas of improvement
- 4. Establishing Goals:** Parents and teachers help determine action steps for the student and supports that will be provided by stakeholders (parents/ teachers).
- 5. Final Word:** The student is given the 'final word' to conclude the conference. The student will briefly state final thoughts and thank all stakeholders for their time. Students will reflect on the conference the following days in school.