

# *Parent/Guardian - Teacher Conference Bundle*



# Conference Date Reminders



The parent/guardian-teacher conference for

is scheduled on

at

I look forward to meeting with you soon. Thank you!

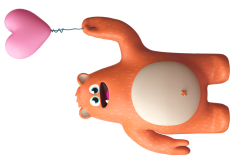


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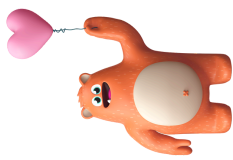


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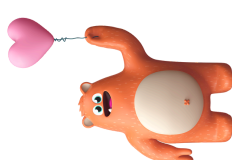


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# Conference Notes



Student Name: \_\_\_\_\_ Date: \_\_\_\_\_ Teacher: \_\_\_\_\_

<i>Subject</i>	<i>Notes</i>




<i>Strengths</i>	<i>Areas For Improvement</i>	<i>Notes</i>
<div><input type="checkbox"/> Has a growth mindset</div> <div><input type="checkbox"/> Actively seeks feedback</div> <div><input type="checkbox"/> Demonstrates consistent effort</div> <div><input type="checkbox"/> Works well independently</div> <div><input type="checkbox"/> Collaborates effectively with peers</div> <div><input type="checkbox"/> Adapts well to new situations</div> <div><input type="checkbox"/> Communicates thoughts clearly</div> <div><input type="checkbox"/> Participates in class discussions</div> <div><input type="checkbox"/> Punctuality and time management</div>	<div><input type="checkbox"/> Adopting a growth mindset</div> <div><input type="checkbox"/> Actively seeking feedback</div> <div><input type="checkbox"/> Demonstrating consistent effort</div> <div><input type="checkbox"/> Working well independently</div> <div><input type="checkbox"/> Collaborating effectively with peers</div> <div><input type="checkbox"/> Adapting well to new situations</div> <div><input type="checkbox"/> Communicating thoughts clearly</div> <div><input type="checkbox"/> Participating in class discussions</div> <div><input type="checkbox"/> Punctuality and time management</div>	



# \_\_\_\_\_’s Self Evaluation



Color in the box that best matches how you feel about each statement. Then, answer the questions below.

Statement	Always 	Sometimes 	Rarely 
I use class time wisely to complete work.			
I work well with my classmates in groups.			
I complete my homework on time.			
I ask for help when I need it.			
I am kind and respectful to everyone.			
I listen to my teacher and classmates.			
I keep trying even when something is hard.			
I set big goals for myself.			

One thing I am very proud of myself for achieving is \_\_\_\_\_.

One thing that I need to work on improving is \_\_\_\_\_.

The subjects that I like the best are \_\_\_\_\_ because \_\_\_\_\_.

The subjects that I like the least are \_\_\_\_\_ because \_\_\_\_\_.



# \_\_\_\_\_’s Self Evaluation



Put a checkmark ✓ in the box that best matches how you feel about each statement. Then, answer the questions below.

Statement	Always	Mostly	Sometimes	Rarely	Never
I use class time wisely to complete work.					
I work well with my classmates in groups.					
I complete my homework on time.					
I ask for help when I need it.					
I am kind and respectful to everyone.					
I listen to my teacher and classmates.					
I keep trying even when something is hard.					
I set big goals for myself.					

One thing I am very proud of myself for achieving is \_\_\_\_\_.

One thing that I need to work on improving is \_\_\_\_\_.

The subjects that I like the best are \_\_\_\_\_because \_\_\_\_\_.

The subjects that I like the least are \_\_\_\_\_because \_\_\_\_\_.



# Report Card Comments to Use and Adapt



## Learning skills (positive comments)

- \_\_\_\_\_ is confident, positive and a great role model for his/her classmates.
  - \_\_\_\_\_ is frequently among the first to help and mentor other classmates. He/she is a valuable part of the classroom.
  - \_\_\_\_\_ has shown excellent ability to set goals and be persistent in achieving them.
  - \_\_\_\_\_ is interested in his/her own learning, listens attentively, and makes a solid effort to avoid distractions that could interrupt the learning process.
  - \_\_\_\_\_ is accountable and responsible. He/she makes smart decisions, admits mistakes and listens to opportunities to improve.
  - \_\_\_\_\_ relates well to classmates and is appreciative of different perspectives and experiences.
  - \_\_\_\_\_ manages his/her emotions maturely and responds to feedback appropriately.
  - \_\_\_\_\_ always looks for ways to be helpful in the classroom.
  - \_\_\_\_\_ is dependable and reliable, follows directions effectively, and follows through on his/her commitments to him/herself and others.
  - \_\_\_\_\_ is thoughtful, insightful and thorough in written and verbal communication, and has a talent for expressing his/her ideas clearly.
  - \_\_\_\_\_ works well with classmates in group work and often takes a leadership role.
  - \_\_\_\_\_ shows a positive attitude with classmates in group projects and activities, and both takes and gives suggestions and directions effectively.
  - \_\_\_\_\_ shows maturity when solving problems with classmates and uses good communication.
  - \_\_\_\_\_ excels at applying what he/she learns in the classroom to real-world and real-life situations.
- It has been a pleasure to have \_\_\_\_\_'s enthusiasm, positivity and maturity in my class.
- \_\_\_\_\_ is an enthusiastic member of the class and shows a willingness to learn.
  - \_\_\_\_\_ shows responsible behavior, works well with a group and shows appreciation for the efforts of classmates.
  - \_\_\_\_\_ is focused during classroom activities and willingly participated in class discussions.
  - \_\_\_\_\_ performs independent work with confidence and focus.
  - \_\_\_\_\_ works independently and takes pride in work done well.
  - \_\_\_\_\_ is focused in class and willingly participates in group discussion.
  - \_\_\_\_\_ is very conscientious and shows excellent effort and care with daily work.
  - \_\_\_\_\_ demonstrates a willing and conscientious effort in his/her daily work.
  - \_\_\_\_\_ shows a conscientious effort to learn.
  - \_\_\_\_\_ has done a great job facing and overcoming big challenges this year. Please continue to nurture and encourage this behavior over the summer.
  - \_\_\_\_\_ shows responsibility and follows directions whenever they are given.
  - \_\_\_\_\_ listens to and follows directions precisely and attentively.
  - \_\_\_\_\_ follows directions promptly and accurately.
  - \_\_\_\_\_ is an active participant in class.
  - \_\_\_\_\_ is a hard worker who calmly perseveres through challenging topics.



# Report Card Comments to Use and Adapt



## Learning skills (needs improvement)

- \_\_\_\_\_ is encouraged to demonstrate more responsible attitudes and behavior in the classroom.
- \_\_\_\_\_ needs to show more appropriate behavior when interacting with classmates.
- \_\_\_\_\_ needs to pay attention to the use of appropriate language at all times
- \_\_\_\_\_ requires encouragement to listen attentively during group sharing times.
- \_\_\_\_\_ needs to listen to directions more attentively during lessons.
- \_\_\_\_\_ would benefit from showing a greater desire to contribute ideas in class.
- \_\_\_\_\_ needs frequent reminders to be attentive during instructions and lessons.
- \_\_\_\_\_ needs to improve his/her cooperation in group settings. He/she should work on voicing feelings and opinions and listening to others.
- \_\_\_\_\_ needs to improve his/her work with others. He/she must ensure to accept a share of the work when participating in a group assignment.
- \_\_\_\_\_ needs to improve on working independently and be sure to ask for assistance only when it is needed.
- \_\_\_\_\_ often struggles to focus in class, which harms his/her ability to engage well with class activities and assignments.
- \_\_\_\_\_ is encouraged to use time wisely to finish tasks in the time required.
- \_\_\_\_\_ is encouraged to be more responsible in completing tasks without needing regular reminders.
- \_\_\_\_\_ needs to show by the quality of work and use of class time that he/she is properly engaged in the learning process.
- \_\_\_\_\_ consistently needs reminders to focus on time management.
- \_\_\_\_\_ needs to follow classroom rules more closely throughout the school day.



# Report Card Comments to Use and Adapt



## Math (General Comments)

\_\_\_\_\_ is having considerable difficulty with math. I recommend he/she work on studying \_\_\_\_\_ and \_\_\_\_\_. This extra practice will help him/her feel more relaxed when doing math in the classroom. Please contact me if you need materials to get him/her started.

\_\_\_\_\_ has a good understanding of all math concepts taught so far this year. He/she continues to turn in excellent assignments and especially enjoys hands-on math activities.

\_\_\_\_\_ has a positive attitude towards math but continues to have trouble in a few key areas. He should practice every evening at home. Areas that need extra attention are \_\_\_\_\_ and \_\_\_\_\_.

\_\_\_\_\_ demonstrates a good understanding of all math concepts studied and communicates with clarity and good justification of reasoning. \_\_\_\_\_ needs to work on increasing his/her speed in math facts. He/she should continue with daily practice with a focus on addition, subtraction, multiplication and division.

\_\_\_\_\_ seems to need continuous encouragement in math. He/she continues to struggle with basic math concepts for his/her grade level.

\_\_\_\_\_ is having a difficult time in certain areas of math. Areas in need of extra work are \_\_\_\_\_. Working on these problem areas every night would help improve his/her learning outcomes.

\_\_\_\_\_ is struggling to keep up in math. He/she could benefit from practicing the multiplication table and should also continue to practice the long division process.

\_\_\_\_\_ is easily distracted during math lessons and behavioral issues are interfering with his/her learning. We will be working on more difficult subjects and he/she will struggle if he/she does not pay attention in class.

\_\_\_\_\_ is having trouble with math tests. He/she does well on assignments, but does not seem to retain information for tests. I always give a week's notice before tests, so please be sure \_\_\_\_\_ studies and adequately prepares for them as they approach.

## Addition and subtraction

\_\_\_\_\_ is able to calculate addition and subtraction facts to 18 with confidence and accuracy.

\_\_\_\_\_ is becoming more able to calculate addition and subtraction facts to 18 with confidence and accuracy.

\_\_\_\_\_ requires more time and practice in calculating addition and subtraction facts to 18

\_\_\_\_\_ needs to put more effort into learning to calculate addition and subtraction facts to 18.





# Report Card Comments to Use and Adapt



## Skip counting

- \_\_\_\_\_ is able to skip count forward and backward by twos, fives, tens, and hundreds to complete short patterns.
- \_\_\_\_\_ is learning to skip count forward and backward by twos, fives, tens, and hundreds to complete short patterns.
- \_\_\_\_\_ needs practice with skip counting forward and backward by twos, fives, tens, and hundreds to complete short patterns.
- \_\_\_\_\_ needs considerable practice with skip counting forward and backward by twos, fives, tens, and hundreds to complete short patterns.

## Place value

- \_\_\_\_\_ is able to demonstrate place value concepts to give meaning to numbers from zero to 1000, identifying ones, tens, and hundreds.
- \_\_\_\_\_ is developing an understanding of place value concepts to give meaning to numbers zero to identifying ones, tens, and hundreds.
- \_\_\_\_\_ requires more time and practice to demonstrate place value concepts to give meaning to numbers 0 to 1000, identifying ones, tens, and 100s.

## Comparing numbers

- \_\_\_\_\_ is able to compare numbers to 1000 using terms such as greater or less and greatest or least.
- \_\_\_\_\_ is learning to compare numbers to 1000 using terms such as greater or less and greatest or least.
- \_\_\_\_\_ requires support to compare numbers to 1000 using terms such as greater or less and greatest or least.
- \_\_\_\_\_ demonstrates a limited understanding in comparing numbers to 1000 using terms such as greater or less and greatest or least.
- \_\_\_\_\_

## Addition with regrouping

- \_\_\_\_\_ can demonstrate and explain the process of addition of whole numbers up to 100, with and without regrouping.
- \_\_\_\_\_ requires ongoing support to demonstrate and explain the process of addition of whole numbers up to 100 with and without regrouping.
- \_\_\_\_\_ requires considerable attention and individual instruction to demonstrate and explain the process of addition of whole numbers up to 100 with and without regrouping.

## Word problems (math)

- \_\_\_\_\_ is able to complete word problems using one- and two-digit addition, showing his/her work and writing a full sentence answer.
- \_\_\_\_\_ is becoming more confident in his/her ability to complete word problems using one- and two-digit addition, showing his/her work and writing a full sentence answer.

As we move into language and literacy, the following sections include starter report card comments which cover reading, writing, oral communication and critical thinking skills.



# Report Card Comments to Use and Adapt



## Language arts (general)

\_\_\_\_\_ 's (comprehension, spelling, reading) has greatly improved, but he/she still needs extra work in (comprehension, spelling, reading). Please contact me if you need supplemental learning materials to use at home for practice.

\_\_\_\_\_ is conscious of putting care into his/her daily writing work, and frequently goes beyond the minimum requirements for assignments.

\_\_\_\_\_ has trouble with his handwriting. I believe he/she can form letters well, but has to slow down and take a little more time. Neater handwriting will improve his/her schoolwork overall.

\_\_\_\_\_ makes a good effort to make his/her handwriting legible. He/she is able to print on the lines, use good spacing, and form letters correctly.

\_\_\_\_\_ needs to focus on her spelling. More improvement is needed in the areas of (dictation, weekly spelling tests, sentence structure). Daily practice at home will help improve his/her results.

\_\_\_\_\_ shows the ability to quickly use spelling, punctuation and grammar rules that were recently taught. He/she is able to quickly learn new skills and is eager to apply them to his/her writing.

\_\_\_\_\_ is having considerable difficulty with reading, particularly with fluency and comprehension.

\_\_\_\_\_ speaks well in front of the class, but requires improvement in written language. He/she is having trouble with (dictation, copying words correctly, story writing, creating logical sequences). Further practice is needed in this area.

\_\_\_\_\_ continues to make excellent progress in spelling and reading. He/she works hard to submit work that is free of grammatical errors.

\_\_\_\_\_ has difficulty remembering previously discussed writing skills and often makes errors with punctuation, grammar, and overall sentence structure. Basic writing skills need improvement.

## Reading responses

\_\_\_\_\_ is able to offer direct responses to his/her readings and supports ideas with sound reasoning and specific examples.

\_\_\_\_\_ is learning to offer more direct responses to her reading experiences supported by reasons, examples, and details.

\_\_\_\_\_ needs frequent support to offer direct responses to his/her reading experiences supported by reasons, examples, and details.

## Response journal

- \_\_\_\_\_ uses correct spelling, grammar and punctuation when writing simple sentences.
- \_\_\_\_\_ is encouraged to show increased attention to the use of correct spelling, grammar and punctuation with general writing skills.
- \_\_\_\_\_ needs more time and practice in the use of correct spelling, grammar and punctuation with general writing skills.
- \_\_\_\_\_ requires considerable assistance to achieve the correct spelling, grammar and punctuation when writing simple sentences.



# Report Card Comments to Use and Adapt



## Reading comprehension

- \_\_\_\_\_ shows good ability when completing reading comprehension tests.
- \_\_\_\_\_ would benefit from extra practice with reading aloud and discussion of content.
- \_\_\_\_\_ consistently demonstrates comprehension of short spoken texts by answering questions, and explaining the events described.
- \_\_\_\_\_ consistently reads grade-level material independently.
- \_\_\_\_\_ uses good editing skills and correctly places capitals, quotation marks, question marks, apostrophes, commas, and periods.
- \_\_\_\_\_ is doing a good job of breaking a story into paragraphs
- \_\_\_\_\_ determines various forms of writing and identifies important ideas through the development of insightful questions and answers.
- \_\_\_\_\_ is able to analyze character actions, story plots, and shows strong fluency with reading.

## Note taking

- \_\_\_\_\_ shows an excellent understanding of note taking from lectures and readings in preparation for tests and assignments.
- \_\_\_\_\_ requires ongoing support to develop an understanding of note taking from lectures and readings in preparation for tests.

## Distance learning

- \_\_\_\_\_ was very engaged and focused during distance learning activities, and participated in class discussions.
- \_\_\_\_\_ stayed motivated to complete assignments during distance learning, and turned in all required materials on time.
- \_\_\_\_\_ needed some extra prompting to stay engaged during online lessons, but participated well in discussions when called upon.
- \_\_\_\_\_ modeled good online learning behavior for other students.
- \_\_\_\_\_ was disruptive during online learning and did not meaningfully participate in class discussions.
- \_\_\_\_\_ handled technical problems well and was always prepared.
- Although he/she couldn't always access a device, \_\_\_\_\_ consistently completed online assignments and asked thoughtful questions.
- \_\_\_\_\_ should ask more questions during online discussions to avoid confusion later.
- \_\_\_\_\_’s attendance during online lessons was infrequent and assignments were not always completed.
- \_\_\_\_\_ worked well independently and in a group setting during distance learning activities.
- \_\_\_\_\_ is excellent at completing distance learning activities independently, but struggled to engage with his/her classmates during breakout sessions or class discussions.
- \_\_\_\_\_ is a technology superstar! He/she rarely needed assistance and even helped other classmates troubleshoot issues.
- \_\_\_\_\_ asks good questions and always reaches out proactively when he/she needs help with an assignment or lesson.