

# **What to do as you enter the conference room:**

- 1. Get your History interactive notebook from your locker.**
- 2. Pick up your Data Notebook from the crates.**
- 3. Introduce your parent(s) to the teachers who are visible at that time.**
- 4. Show your parent(s) where to sit.**

# What to do when at the conference table:

1. Share your pieces of work and grades from each class, allowing your parent(s) to look at each reflection sheet, work sample, or data chart. Teachers are available if you have questions.
2. Ask your parent(s) to help you fill out any goal sheets.
3. Have your parent complete the survey.
4. Thank your parent(s) for coming and return your binder to the place where you picked it up.
5. Say Good-bye to your teachers and place Parent survey in the can outside the classroom.