

November 2, 2004

Dear Families,

The Elementals will be conducting student-led conferences on November 18. Each student will share a portfolio of work and reflections of their progress so far this year. We will be working with the students to prepare them for this experience.

Student-led conferences have been used for many years throughout the country and much research has been conducted on this format. We are excited about the benefits for students. As indicated by Brenda A. Dyck in her article "Student-led Conferences Up Close & Personal" some of the benefits are that student-led conferences:

- Encourage students to accept personal responsibility for their academic performance
- Help students recognize and take ownership for things that interfered with their learning success
- Teach students the process of self-evaluation
- Develop students' oral communication skills and organization skills
- Increase students' self-confidence
- Enhance communication between students and parents

Many of you indicated in your introductory letters to us this fall that you wanted your child to have opportunities to work on their communication skills. We also believe it is critical for adolescents to accept responsibility and ownership of their work and their performance. This conference will give them an opportunity to practice these skills.

We would like your help in scheduling these conferences. Please decide which of the available times are best for you. We realize that some jobs allow more flexibility than others in scheduling. If it is possible to come in the afternoon, we encourage you to choose one of these times.

Please circle your choices and indicate your first choice with a 1, second choice with a 2, and your third choice with a 3. If your schedule prohibits you from attending any of these times, please write a note in the comment section.

11:30-12:00	4:00-4:30
12:05-12:35	4:35-5:05
12:40-1:10	5:10-5:40
1:15-1:45	5:45-6:15
1:50-2:20	6:20-6:50
2:25-2:55	

Student Name: _____

Comments:

Thank you for your help in scheduling. We will confirm your conference time with another letter.

Sincerely,

The Elementals
Margaret Barber

Maryann DePriest

Wayne Goetz

Mitch Tarter

(Ruth Mount, et al)