**Sample Parent Letter**

*This letter may be customized to send to families explaining the new Student-Led Conference format.*

Dear Families,

Your child(ren) will be showcasing their schoolwork and discussing educational goals with you through a new format called Student-Led Conferences. During Parent-Teacher Conferences, students will lead the discussion with you about their school work, while teachers will help direct conversation and answer questions you may have.

We have several goals for holding conferences using this format:

**For parents** – we hope that you will get to *see* rather than simply being *told* about your child’s progress.

**For students**- we hope students will take more responsibility for their learning.

**For teachers** – we want teachers to have more meaningful and impactful conferences with you.

**For all** – we want to maximize our time together and create ways to partner with one another to support student success.

We are excited to share with you, and we welcome any questions you may have about this conference format.

Sincerely,