

Student Led Conference Instructions Fall 2024

Thursday, October 17, 2024 is Student Led Conference Night, from 5:00-7:00 pm. Student led conferences provide students with a structured opportunity to talk with parents about their educational progress. The meetings are facilitated by the student following the model taught by English teachers. Students will spend 15-30 minutes discussing their progress in each of their courses. They will show their parents work, projects, and their Schoology app to demonstrate their learning. During the meeting, the student also shares his or her educational goals. The student analyzes his or her strengths and weaknesses, and reflects upon the educational consequences of choices made. Together, the student and parents determine what each will do to help the student move closer to the student's educational goals. Here are the steps in the process:

Prior to conference night:

1. English teachers, will coach the students in leading the conferences according to the chart below. To facilitate this, the English teachers will have the students download the [Self-Evaluation Form](#) and complete their section. Teachers may also opt for a paper version of this form. They will practice a mock conference with their peers.
2. Every teacher should determine the work, projects and/or Schoology data they want their students to share. The choice of what to share is entirely up to you. Discuss the work/data to be shared with your classes.
3. Ask students to have these documents, files and links ready.

Jan. 22-26	Inform students about Student Led Conference Night 2/22/2024. Let them know it will take place in assigned rooms for their grade level.
Feb. 12-16	English teachers add the Student Led Conference Self Evaluation Form to your class assignments. Using a print version is OK too!
Feb. 12-16	English teachers will teach a lesson on SMART Goals. Here are two sources: Khan Academy and Teachervision .
Feb. 16-21	Explain to students how to hold a Student Led Conference.
Feb. 16-21	Have students take turns role playing a Student Led Conference with a peer.

On Conference Night:

1. Parents will get the ten week progress report from a table near the Magnet Office.
2. Students will take their parents to their assigned class to meet. (See page 5)
3. Students will conduct the conference and discuss their progress in every course, as well as the items their teachers asked them to share.
4. Students will complete the Student Led Conference [Self Evaluation Form](#). (Print is OK!)
5. If parents feel they need clarification from teachers, they may visit them in their classrooms.
6. Debbie will distribute a spreadsheet of participants to staff in case you plan to award extra credit.

Preparing Students for the Student Led Conference

English teachers:

Teach these procedures to your students. Remind them to act as though they were making a professional presentation.

1. Explain you will be sharing your academic progress during the conference.
2. Show your parents your student planner and how you have been using it.
3. Go over the Student Led Conference Self Evaluation Form with your parents.
4. Present your work. For each piece share:
 - a. What the assignment was.
 - b. What knowledge or skills you learned by doing it.
 - c. What process you went through to complete the piece.
5. Closing - Thank your parents for attending your conference.
6. Upload your completed [Self Evaluation Form](#) to your class assignments. Or turn in the printed form to your teacher.

Student Led Conference Sample Scripts.

Here are sample scripts for various subjects. Students should practice holding a conference with one of their peers during English classes.

English - This is my writing sample (allow parents to browse). In this writing assignment, we wrote about _____. I felt I did well/poorly because _____. I (do/do not) have trouble with spelling (or some other skill) because _____. According to Schoology, I have ____ missing assignments.

Math - Here is my Schoology site for math. Here are some samples of my work. This is why I feel this work demonstrates my level of understanding of math concepts. I do/do not feel I have done my best in math class because _____.

Science - Here is my Schoology site for science. This activity demonstrates my understanding of _____. Here are my tests and quizzes for Science. (Share your grades like you did for math.) I do/do not feel I have done my best in science class because _____.

History - Here is my Schoology site for history. This activity or essay demonstrates my understanding of _____. Here are my tests and quizzes for history. (Share your grades like you did for math.) I do/do not feel I have done my best in History class because _____.

Continue to share health, Spanish and electives in a similar fashion.

Student Led Conference Self Evaluation Form Fall 2024

Your name here	Your teacher's name here	Date of Meeting Here
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Instructions

Complete the "Evaluating My Engagement" section and discuss it with your parent/guardian.
 Complete the "Evaluating My Performance" section and discuss it with your parent/guardian.
 Explain the goals you have set. Remember to use SMART Goals.

Evaluating My Engagement

Put an X in the box that best describes your engagement for each category.	Always	Most of the time	Some-times	Not too often	Never
I arrive to class on time.					
I treat others with respect.					
I respect the property of others.					
I pay attention to my teachers.					
I have my supplies and work ready at the start of class.					
I use my time wisely.					
I complete my assignments on time.					
I keep my cell phone off and stored away in class.					
I get help or tutoring when I don't understand.					

This is what I will do to improve my engagement:

This is how my behavior choices help me be a Socially Responsible Citizen:

My Performance Section

I have made the following observations about my performance:

These are the areas that I believe are my strengths. I need to continue these because they help me be successful:

These are the areas I believe I need to concentrate on improving:

What do you (parent) think is my main strength?

Where do you think I can improve?

Setting Goals

Explain the SMART (**S**pecific, **M**easurable, **A**chievable, **R**elevant, & **T**imely) goal you've set.

My goal for the end of the semester is:

The steps I will take to reach my goal are:

Here is what you can do to help me reach my goal:

My SLO Focus for the semester is:
(SLOs are Purposeful Communicator, Critical Thinker, Socially Responsible Citizen, and Multifaceted Individual)

Upload this to your class assignments: 9th Grade - Ms. Green, 10th Grade - Mr. Victoria, 11th Grade - Ms. Moxley, 12th Grade - Mr. Mc. Phee - OR, turn in the paper copy to your teacher.

Student Led-Conference Instructions

Dear Magnet Teachers,

Attached, you will find a sign-in sheet for the students who are assigned to meet in your room.

Here are the directions for the evening. **Return the sign-in sheets to the Magnet Office before you sign out.**

1. Parents will get the ten week progress report from a table near the Magnet Office.
2. Students will take their parents to their assigned class to meet. (See below)
3. Students will conduct the conference and discuss their progress in every course, as well as the items their teachers asked them to share.
4. Students will review their Student Led Conference [Self Evaluation Form](#). The form may have been completed earlier at the direction of their English/Government/Econ teacher.
5. If parents feel they need clarification from teachers, they may visit them in their classrooms.
6. Debbie will distribute a spreadsheet of participants to staff in case you plan to award extra credit.

Brian Smith will be available in Room 65 to help parents get onto Schoology.

Grade	Alpha	Teacher	Room		Grade	Alpha	Teacher	Room
9	A - F	Peraza / Linerio	36		11	A - F	Cooper / Matsuhisa	48
9	G - N	Green	38		11	G - N	Cuerquez	49
9	O - Z	Gonzalez	35		11	O - Z	Craig / Lindsay	55
10	A - F	Cruz	47		12	A - F	Campos	41
10	G - N	Olivares	54		12	G - N	Linares	57
10	O - Z	Gutierrez	39		12	O - Z	McPhee / Ayala	56

Los Angeles Unified School District

Sylmar Charter High School

Science Technology Math Magnet

13050 Borden Avenue, Sylmar, California 91342

Telephone: (818) 833-3776

Fax Number: (818) 364-1037

Alberto M. Carvalho

Superintendent of Schools

David Baca

LDN Superintendent

Rodney Wright

Principal

October 7, 2024

Hello!

Thursday, October 17, is Parent Conference night at Sylmar Charter High School. This will be a chance for you to talk with your student about the work s/he is doing in all of their Magnet classes. Conferences will be held from 5:00 pm-7:00pm. You may come at any time and spend 15-20 minutes talking one-on-one with your student. If you are unable to attend, please send your child with an older sibling (at least 21 years old) or other relative. If that is not possible, please email your child's teacher to check their progress.

On the night of the conference, you may pick up your child's report card in front of the Magnet Office. You and your child will meet in the assigned room listed below. You may take a seat wherever you feel comfortable, and your student will show you her/his work. After the student-led conference, you may visit with your child's teachers if you have any further concerns about your child's progress. We hope this will be a memorable time for both of you.

We look forward to seeing you!

Sincerely,

The Magnet Staff

Ms. Ayala

Ms. Campos

Mr. Cooper

Mr. Craig

Mrs. Cruz

Mr. Curequez

Dr. Escamilla

Ms. Green

Ms. Gonzalez

Ms. Gutierrez

Mrs. Lindsay

Dr. Lindsay

Ms. Linares

Ms. Linerio

Ms. Matsuhisa

Mr. McPhee

Ms. Montes

Mr. Olivares

Mr. Peraza

Mr. Smith

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Enero 2024

¡Hola!

El jueves 22 de octubre, 2024 será La Noche De Conferencia Para Los Padres en Sylmar Charter High School. Tendrán la oportunidad de hablar con su hijo/a sobre el trabajo que están haciendo en sus clases de Magnet. La Conferencia será de 5:00 a 7:00pm. Pueden llegar a cualquier hora y pasar de 15-20 minutos hablando con su estudiante. Si usted no puede asistir tiene la oportunidad de mandar a un familiar a otro hijo/a (mayor de 21 años). Si eso no es posible, envíe un correo electrónico al maestro de su hijo para verificar su progreso.

La noche de la conferencia, puede recoger la boleta de calificaciones de su hijo frente a la Oficina Magnet. Usted y su hijo se reunirán en la sala asignada que se detalla a continuación. Tomen asiento en donde gusten y el estudiante les mostrara su trabajo. Después de la conferencia conducida por el estudiante, si todavía tienen preguntas o preocupaciones sobre el estudiante pueden ir a visitar a los maestros. Esperamos que esta experiencia sea memorable para usted y el estudiante.

Sinceramente,

Los profesores de la escuela Sylmar High Magnet.

Ms. Ayala

Ms. Campos

Mr. Cooper

Mr. Craig

Mrs. Cruz

Mr. Curequez

Dr. Escamilla

Ms. Green

Ms. Gonzalez

Ms. Gutierrez

Mrs. Lindsay

Dr. Lindsay

Mr. Linares

Ms. Linerio

Ms. Matsuhisa

Mr. McPhee

Ms. Montes

Ms. Moxley

Mr. Olivares

Mr. Peraza

Mr. Smith

Sylmar High School Science Technology Math Magnet

**GROWTH OF WRITING ABILITY
USING WRITING SAMPLES OVER TIME**

Name _____ Class _____

Date:	Writing Assignment:
Grade:	
	Strengths of my writing:
	Weakness of my writing:
Date:	Writing Assignment:
Grade:	
	Evidence of new skills mastered:
Date:	Writing Assignment:
Grade:	
	Evidence of new skills mastered:

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Sylmar High Science Technology Math Magnet
THE ROLE OF THE PARENT DURING A STUDENT-LED CONFERENCE

Suggestions:

1. Pick up your child's report card from the Magnet Office.
2. Arrive at the conference in your child's assigned room anytime between 5:00 and 6:00pm.
3. Focus all of your attention on the child giving the conference. Do not bring other people to your child's conference as this may distract from the process.
4. Make sure your child sees you "actively listening" by giving appropriate non-verbal responses (smiles, nods, etc.).
5. Ask your child questions of explanation. Try not to interrupt your child with too many statements.

Questions:

You might want to ask your child to:

1. Share with me what you feel is your greatest accomplishment this year.
2. What are you most proud of in your portfolio?
3. Where do you feel you could improve?
4. What can I do at home to help you improve at school?
5. Do you think that you have tried your hardest this year? Tell me why you feel this way.
6. What have you learned about yourself after doing the student-led conference?

Sylmar High Science Technology Math Magnet

Instrucciones para el padre durante las conferencia conducido por el estudiante

Sugerencias:

1. Recoja las calificaciones de su hijo/a en la oficina del Magnet.
2. La conferencia tomara acabo en la clase de su hijo/a, llegue entre 5:00 y 6:00pm.
3. Enfoque toda su atención a su hijo/a cuando este dando la conferencia. Por favor no traigan personas que serán una distracción.
4. Asegúrese que su hijo/a lo note que usted esta escuchando atentamente dando reconocimiento con una sonrisa, ext.
5. Haga preguntas que tengan una respuesta cual necesite una explicación, no interrumpa al estudiante cuando este hablando.

Preguntas que pueden usar durante la conferencia:

1. Dime que es el mayor logro que has hecho este año.
2. Que parte de tu portafolio estas mas orgulloso?
3. En que piensas que necesitas mejorar?
4. Que podemos hacer nosotros en casa para ayudarte?
5. Piensas que has intentado hacer tu mejor este año? Dime porque piensas esto.
6. Que has aprendido te ti mismo después de terminar con la conferencia que condujiste?