

REALMS Student Preparation Checklist for Student-Led Conferences

Academic Work Reflection

- I have work from each of the following classes in my conference packet.
 - Humanities
 - Math
 - Science
 - Other
- I have completed conference prep sheet for the following classes:
 - Humanities
 - Math
 - Science
 - Other
- I understand and have described how my work shows evidence of meeting learning targets
- I can provide the background information for my audience to make sense of my work

Goal Setting

- I know my strengths and weaknesses as a student.
- I have set goals and created an action plan to guide my continued growth
- I have described how my “Habits of Work” are affecting my academic progress and growth towards learning targets

Crew Conference Practice

- I have written and practiced an introduction to my conference
- I have practiced my entire conference agenda with an audience of my peeps
- I feel comfortable talking about my work and how it connects to Learning Targets
- I have practiced and am comfortable using the timer
- I understand how my performance during student-led conferences will be assessed.

Pre Conference Communication

- I have given any information about conferences to my parents.
- My parents have scheduled a conference
- My parents know when we are supposed to arrive and where the conference will be held. and understand that if we are late they will not be able to have the full conference time.
- My parents know that I will be doing most of the talking during the conference and that a teacher will be present in the room and will only be at the table for part of the time