



# Elementary Conferences: Family Information Sheet



The purpose of the Family Information Sheet is to provide information about student progress towards meeting grade level expectations.

202\_-202\_ Conferences - Parent Information Sheet

Student Name \_\_\_\_\_ Student Number \_\_\_\_\_  
Teacher \_\_\_\_\_ Grade \_\_\_\_\_

**1. Attendance**

	Enrolled	Present	Absent	Rate	Attendance Rating	Tardy/Left Early
2022-2023 School Year						
2021-2022 School Year						

**2. Services**

ELL Services ☐ English Proficiency Level Spring 2022 \_\_\_\_\_  
Y = Active M = Monitored N = Not ELL  
English Proficiency Level Spring 2021 \_\_\_\_\_  
English Proficiency Level Spring 2020 \_\_\_\_\_

Special Education ☐ Section 504 Plan ☐ TAG ☐

Individual Problem Solving Team ☐ Date \_\_\_\_\_  
Interventions ☐  
Other Data ☐

**3. Reading**

	Expected Progress	Partial Progress	Minimal Progress	
Writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(share sample)
Math	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(share sample)

**4. Success Skills** (Unmarked spaces show areas of student success, "X" indicates student needs improvement)

Works independently and manages time effectively	<input type="checkbox"/>	Follows school routines and expectations	<input type="checkbox"/>
Actively participates in learning	<input type="checkbox"/>	Makes appropriate transitions between activities	<input type="checkbox"/>
Produces quality work	<input type="checkbox"/>	Organizes self, materials, and belongings	<input type="checkbox"/>
Listens attentively and follows directions	<input type="checkbox"/>	Uses problem solving skills	<input type="checkbox"/>
Takes responsibility for choices and actions	<input type="checkbox"/>	Completes assignments on time	<input type="checkbox"/>
		Demonstrates respect for adults, students, school environment, and materials	<input type="checkbox"/>

**5. District Assessments**

	Assessment Date	Assessment Status
Reading (DIBELS)		
Math (Math Inventory)		

**6. Smarter Balance Assessment**

	ELA Score	ELA Level	Math Score	Math Level
2021-2022 School Year (Gr 4-5 only)				
2020-2021 School Year (Gr 5 only)				

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7. 2022-2023 Conferences - Parent Information Sheet

**Attendance:**

Attendance is very important because it directly affects success in school. Absences are often the greatest cause of low academic success. Our goal is for your child to have 'Good' or 'Acceptable' attendance.

**Good Attendance - 95% or above** (Missing no more than 1 day per month)  
**Acceptable Attendance - 90-94.9%** (Missing 1-2 days per month)  
**Chronic Attendance - 80-89.9%** (Missing 2-4 days per month)  
**Severe Attendance - 79.9% or below** (Missing 4 or more days per month)

**English Language Proficiency Level:**

**1 - Emerging** - A student at the Emerging level does not yet have the ability produce grade-level academic content in the English language.  
**2 - Progressing** - A student at the Progressing level is approaching the ability produce grade-level academic content in the English language with support.  
**3 - Proficient** - A student at the Proficient level can produce grade-level academic content in the English language.

**Reading (DIBELS) Levels:**

**Above Benchmark** - On Track. Students scoring at this level are highly likely to meet future grade-level reading goals.  
**At Benchmark** - On Track. Students scoring at this level are highly likely to meet future grade-level reading goals.  
**Below Benchmark** - Students scoring at this level may need additional support to meet future grade-level reading goals.  
**Well Below Benchmark** - Students scoring at this level likely need additional support to meet future grade-level reading goals.

**Math Inventory Level:**

**Advanced** - Students scoring in this range exhibit superior performance on grade level appropriate skills and concepts.  
**Proficient** - Students scoring in this range exhibit competent performance on grade-level performance skills and concepts.  
**Basic** - Students scoring in this range exhibit minimally competent performance on grade level skills and concepts.  
**Below Basic** - Students scoring in this range do not exhibit minimally competent performance on grade level skills and concepts.

**Smarter Balanced Assessment:**

Level 4 - Exceeded achievement standard  
Level 3 - Met achievement standard  
Level 2 - Nearly Met achievement standard  
Level 1 - Not met achievement standard

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1. Attendance: The information in this section can be a key factor in student performance.
2. Services: List of services a student is receiving and their progress.
3. Reading/Writing/Math: Information if a student is "on track" to meet grade level expectations by the end of the year.
4. Success Skills: Behaviors that support student learning. An "X" indicates that the student needs improvement.
5. District Assessments: A basic indicator of students' ability to meet key reading and math skills. Assessment levels are found on the back of the Family Information Sheet.
6. Smarter Balance Assessment: Indicates a 4th or 5th grade student's level of achievement on statewide assessments.
7. General Information: The back includes attendance information and keys for performance levels.

Advanced

Proficient

Approaching

Below