

**HOMEBASE ADVISORY SCRIPT**  
**Student Led Conferences – Table of Contents Activity 2**  
**September 14<sup>th</sup> and 15<sup>th</sup>**

TITLE Table of Contents	ACTIVITY Discussion	MATERIALS Teacher Script Table of Contents sheet
<p><b>OBJECTIVES</b></p> <p><b>Teacher and students will discuss the Table of Contents for the Student Led Conference portfolios and start putting the portfolio together.</b></p>		
<p><b>PROCEDURES</b></p> <p><b><u>Pass out</u></b> the Table of Contents sheet and have the students put it in their portfolio. They also need to put their goals sheet in the portfolio.</p> <p><b>You can also use this week to finish/review student goal sheets.</b></p> <p><b><u>Discuss</u></b> the table of contents and tell the students that all of this will be in their portfolio by the Oct 21st/22nd conferences.</p> <p>FYI:  A table of contents provides a clear and consistent structure for students to organize their portfolios and allows parents to follow the presentation. To complete this step, students put their work in the order listed on the table of contents and write the name of the assignments in the appropriate places. This will not be completed until possibly as late as the week before conferences.</p> <p>The first step in putting together the conference portfolio is for students to gather their work in one place. For this to go smoothly a process must be created that allows students to transport their work from their teachers to their advisor. This process will be decided by individual teams. Extra time will be given to complete the portfolio in advisory the closer we get to the scheduled conference time.</p>		

**DCMS Student Led Conferences  
Table of Contents**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- **Dear Parent Letter**

- **ELA**

- \_\_\_\_\_
- \_\_\_\_\_

- **Math**

- \_\_\_\_\_
- \_\_\_\_\_

- **Science**

- \_\_\_\_\_
- \_\_\_\_\_

- **Social Studies**

- \_\_\_\_\_
- \_\_\_\_\_

- **PE/Connect**

- \_\_\_\_\_
- \_\_\_\_\_

- **Electives**

- \_\_\_\_\_
- \_\_\_\_\_

- **Report Card**

- **SRI/SMI Scores**

- **Goals**

- **Parent Homework**