Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Family Letter Instructions**

Purpose:

* The purpose of the letter is to introduce your family to your portfolio and to your overall growth as a learner this year.
* You will read this letter to introduce your family to your portfolio. It will be the beginning of your portfolio presentation.

Audience:

* Your family! You may write either in formal Standard English or in your family’s home language and with a tone that is appropriate for your family whom you know really well.

Prompts and Sentence Frames to get you started:

* This year I learned to ….
* Comparing my sixth grade portfolio to my seventh grade portfolio, I can see that I’ve improved on \_\_\_\_\_\_\_ / learned \_\_\_\_\_\_\_
* My strengths as a student are …
* One thing I’ve learned about myself as a learner is …
* I’m most proud of ….
* You can see in my portfolio pieces that I have learned to ...
* Next year I want to ….
* Thank you for your support and for coming to my student-led conference.
* In my conference, I am going to show you \_\_\_\_\_\_\_.

Paragraph #1: Introduction to the conference, thank them for coming

Paragraph #2: Give an overview of highlights in your portfolio & how your portfolio shows your growth this year

Paragraph #3: Give an overview of your goals for this next year

**Sample Family Letter**

Dear Dad,

Thank you for coming to my student led conference. I have worked on many projects this year and have done my work with better organization. I hope to show this in my portfolio this year.

My favorite piece of work is my coffee-stained book cover. I like it because I spent a lot of time and put a lot of hard work into it. Also, it shows how I have been challenging myself by using my art skills in my Humanities class to make my projects excellent. My next favorite work is my math final exam. I am really proud of how I used the three reads protocol to do my math problems and get them right. I’ll explain more about this strategy when I show it to you. Finally, I’ll talk about how I got involved in Gardening Club and I’m proud of the new garden that we made.

Again, I'm glad you came to my conference. I hope it lets you see all of the good things I do in school. At the end of this conference I have one goal written. It would be nice if you would write a second one with me.

Sincerely,

Gloria Griffin