

## FAMILY ADVOCACY CONFERENCE & CONTACT LOG FOR 2007 - 2008

Advocate: \_\_\_\_\_

SLC / Academy: \_\_\_\_\_

Student's Name	Parent's / Rep's Name	Conference Date	Parent / Rep. Signature (Required)	Re: Conference Date of Attempts / Date "Attempts" Letter Was Sent	Monthly Contacts - email, postcard, phone call, etc.
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

*\*This form is to be submitted to your Principal or FAS contact person upon completion of conferences each semester. He or She will tally the number of conferences and forward the totals to the FAS department via the Family Conference Report sheet.*

*\*\*Regarding the monthly contacts; remember we are building relationships, and it's hard to build a relationship when we are always calling about something negative, so be as positive as possible, but at the same time make sure all concerns are voiced.\*\**

*\*\*\* Advocates generally spread out their conferences over a semester to balance workloads. If you are responsible for 15-20 students, you should be able to hold one or two conferences per week.*