

# Chagrin Falls Middle School

CHAGRIN FALLS EXEMPTED VILLAGE SCHOOLS

Laila Discenza, Principal

February 11, 2018

Dear Parent(s)/Guardian(s),

The main purpose of this letter is to invite you to the Parent-Teacher Conferences at Chagrin Falls Middle School on Thursday, March 1st from 3:00-7:00 p.m. We will have scheduled conferences only. The registration for the scheduled conferences is done using Sign-Up Genius and the link will be located on the middle school website and within the weekly building Newsletter beginning Sunday, February 11 and open until Friday, February 24th.

You may sign up for the conferences of your choice. The conferences are held in 10 minute intervals and slots do fill up fast. If you need assistance with scheduling using this program, please contact the office; Mrs. Miralia at 440-247-4746.

Also, please adhere to the time schedule, as the conferences are held back-to-back and others will be waiting. If you need more time or would like to attend and cannot, please contact the teacher for a phone conference or another possible meeting time.

For your information, the high school will be hosting conferences the same evening. We do have shared teachers, so their meeting availability may be limited. Music and Art teachers will not be present.

Tips for Conference Success are as easy as 1-2-3!

1. *Prepare - Bring notes of topics that you want to discuss regarding your child's progress.*
2. *Ask questions - observations, how to improve, how to support, etc.*
3. *Make a plan - determine ideas, implement, monitor and continue conversation with the teacher.*

Let's help students have continued success.

Sincerely,



Laila Discenza  
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