

# Parent & Teacher Conference Times



It is hard to believe that the Third Quarter of the 2018-2019 school year will be coming to an end on March 8<sup>th</sup>. We will be having 15 minute Parent/Teacher Conferences Wednesday, March 20<sup>th</sup> from 9 a.m. to 7:45 p.m. so there is **no school** on that day. The children will have 1:45 p.m. early release on Thursday & Friday of that week as well. Conferences will be held in the classrooms with Kindergarten in the Science Lab. **We would like to remind you that 4<sup>th</sup>-8<sup>th</sup> grade students are required to attend with their parents.** If you have a special time request for conference day, please submit it on the form below. We will make every effort to accommodate your request, but due to availability of appointments unfortunately we are not always able.

Please check your calendar for any items such as doctor, dentist, or other appointments that would conflict with your requested conference time on Wednesday. We plan on sending a notice home the week of **March 11<sup>th</sup>** with your scheduled appointment time(s). Thank you for your cooperation and we are looking forward to seeing you at conferences.

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*Due no later than **Wednesday, March 6<sup>th</sup>***

Family Name (last, first): \_\_\_\_\_

Grades of **all** your children: \_\_\_\_\_

Preferred Times: (*number in preference order, with 1 as your first choice*)

\_\_\_\_\_Morning (9:00-12:30)

\_\_\_\_\_Mid-day (1:30-4:45)

\_\_\_\_\_Late (5:45-7:45)