

Dear Parents & Guardians,

November 5, 2018

Friday, November 30, 2018 has been designated as Parent Conference Day. In order to plan conferences with all of our fourth and fifth grade families, we ask that you complete the information below. It is necessary to limit conferences to fifteen minutes. We will contact you with a confirmed conference time after we have had an opportunity to devise a schedule for that day. On the paper below, Please complete the following:

1. **check off only the teachers you would like to meet with in order to discuss concerns/ hear progress about your child.**
2. Please choose whether you would prefer a phone conference or in person conference.
3. Please choose if you are available in the morning block of time or the afternoon.
4. Please let us know if you would be interested in scheduling a conference on another date other than November 30th, and let us know which dates/times work best for you.

Thanks!

The 4th and 5th grade team

1. I would like a conference with (check any that apply):

Ms. Cooperstein(ELA) Ms. DiNardo(ELA) Mrs. Donaldson (ELA)

Ms. Rodgers (SS/Science/Health)

Mrs. Jablonski (Math) Mrs. McGarvey (Math)

I do not need to meet with any of my child's teachers at this time, but I will let them know if I need to discuss concerns as the year progresses.

2. I would like a phone conference or I would like an in person conference

3. Please check all that apply:

- A conference before 12 pm will work for me.
- A conference between 12 pm- 3:00 pm will work for me.
- A conference between 3:00 pm – 5:00 pm will work for me.

