

PARENT-TEACHER-STUDENT CONFERENCE INFORMATION

Conferences will be held on Wednesday evening, November 10 from 4:00-8:00 PM and Thursday, November 11 from 2:00-4:00 PM and also from 5:00-8:00 PM. If these times do not work for your family, contact the teachers you would like to conference with and arrange a different time. Wednesday, November 10 is a half-day of school, with dismissal at 11:30. There are no classes on Thursday due to conferences and there is no school on Friday. **If you are participating in the school play, please be aware that the final mandatory dress rehearsal will be held on the evening of November 10th. Therefore, play participants must schedule their conference for November 11th so that there is no interference with this rehearsal.**

The conference appointment slips are included with this newsletter and available online. An appointment slip was also sent home with each family mail carrier today. Report cards will be sent home on Monday, November 8. **ALL** parents with students in K4 through 8th need to attend a conference. Fill out the accompanying form for a time that best suits your time schedule. For middle school students, we recommend a conference with your child's homeroom teacher and with the teacher in any classes where your child receives a grade lower than a "C". Middle school teachers will be set up in their homerooms. You will simply wait in line in the hallway for the teacher. Please try to keep the noise in the hallways to a minimum and line up against the wall so others can pass. These conferences will be limited to 5 minutes, but feel free to make another appointment with the teacher if more discussion is needed. Please be respectful to other parents who are waiting.

Please schedule your appointments with teachers to certainly discuss grades, but also to address your child's development, behavior, attitude, work habits and other traits that make your child unique. This kind of conference will provide you with a "whole picture" assessment of your child and not be solely a rationalization of his/her grade.

PRIMARY (K4-K5-1-2) - It is preferred that the students at this level NOT be present at the conference. Primary conferences will be scheduled for 15 minutes with your child's homeroom teacher.

INTERMEDIATE (3-4-5) - Attendance is required for both student and parent at this level. Parents/students will have a 15 minute conference with their homeroom teacher. If you feel the need to conference with another teacher from this level, (other classroom teacher or specials teacher) indicate your wishes on the sign-up form.

MIDDLE SCHOOL (6-7-8) - Attendance is required for both student and parent at this level. All middle school teachers will be in their homerooms and you may choose the teachers you would like to meet with. These conferences will be limited to 5 minutes each, but if additional time is needed, you may request a separate meeting. There is no limit on how many teachers you and your child conference with, but you and your child must attend at least one. Sign-in will be required and a follow-up conference will be held for those who are not in attendance.

LEARNING CENTER - For parents with students working in the Learning Center, the Learning Center teacher will try to join the regular classroom teacher conference as the schedule permits.

SPECIALS TEACHERS - All parents from any grade level should feel free to conference with any specials teacher if they so desire. Sign up on the attached appointment form. The form indicates when each specials teachers has availability.

PLEASE NOTE: Because Friday, November 12, is a teacher inservice day, there are no classes for students. If you plan a vacation, we ask that you do not start until your conferences are completed. It is considered a school day of absence if the older children are not present with the parent (unless there is an exception which is pre-arranged with the teacher). Please be prompt. If, during the conference, you feel the need of a longer time, please reschedule another conference at a later date with the teacher. It is very necessary that we keep to a strict schedule so that no parent will have to wait. Please be considerate of your time frame.

Please complete the attached appointment sheet and return it to the office by 8:00AM on Monday, October 25. If you do not return this sheet indicating your preferences, a conference time will be assigned for you.

A confirmation of these appointments will be sent home on Wednesday, November 3, with the family mail carrier. Do not hesitate to call the office if you have any questions.

Due Monday, October 25, 2010

Family Last Name _____

PRIMARY

K4-K5-1-2

K4 104 Mrs. Cira (prefer Thur) _____
 K5 111 Mrs. Pagoria/Mrs. Conklin (both will attend)

Please write the name of the student next to the appropriate homeroom teacher

105 Ms. Thayer _____
 106 Mrs. Kozina _____
 107 Mrs. Goeden _____

INTERMEDIATE

3-4-5

102 Mrs. Saeger _____
 103 Ms. Post _____
 211 Mrs. Fly _____
 212 Mrs. Runnoe _____
 205 Mrs. Lister _____
 206 Mrs. Lofy _____

Please write the name of the student next to the appropriate homeroom teacher

MIDDLE SCHOOL

6-7-8

204 Mrs. Tatsak Math
 207 Mrs. Skupien Science
 201 Ms. Twiford Religion
 202 Mr. Duffy Social Studies
 210 Ms. Rick Language Arts
 203 Mrs. Warner Literature

Wait in line outside of classroom (no individual appointments)

SPECIALS

Computer	Mrs. Clermont (Any)	_____
Music	Mrs. Hartley (Thurs 5-8)	_____
Art	Mrs. Lionberg (Wed 4-8)	_____
Phy Ed	Ms. Zimmerman (Any)	_____
	Learning Ctr. Dr. Cintron (reading) (Any)	_____
	Mrs. Kirkpatrick (math)	_____
	(Thurs 2-4, 5-8)	_____
NESI	Mrs. O'Hagan (math)	_____
	(Thurs 2-4, 5-8)	_____

Please indicate with a 1, 2 and 3 your 1st, 2nd and 3rd choice

If you are participating in the school play, please be aware that the final mandatory dress rehearsal will be held on the evening of November 10th. Therefore, play participants must schedule their conference for November 11th so that there is no interference with this rehearsal.

_____	Schedule me anytime	
_____	Wednesday, November 10	4:00 – 8:00 PM (K4 – 8)
_____	Thursday, November 11	2:00 – 4:00 PM (K5 – 8)
_____	Thursday, November 11	5:00 – 8:00 PM (K5 – 8)