

Parent/Teacher Conference Sign Up form

Parent/teacher conferences will take place the week of November 6th.

Please fill out the following form and **return it to your child’s teacher by Friday, October 26th**, so that a school wide schedule can be formed and distributed before the end of the month.

If you have more than one child please fill out one form per child and put the exact same information on the sheets for each student as this will assist the teachers in developing their schedules. Thank you!

Please cross off any day or time that will absolutely not suit you. We will use whatever is left in order to schedule a meeting with you. Each conference is 15 minutes in length. If your teacher is unable to accommodate your request he or she will contact you to find an alternate time.

Tuesday, November 6th
3:30-5:30 PM
5:30-7:00 PM
7:00-8:30 PM

Wednesday, November 7th
3:30-5:30 PM
5:30-7:00 PM
7:00-8:30 PM

Thursday, November 8th
3:30-5:30 PM
5:30-7:00 PM
7:00-8:30 PM

None of those days or times will work for me. Please contact me to set up an alternate meeting.

Name (please print): _____

****Fill out a separate form for each child and put the same information on each form*
Return to your child’s teacher by Friday, October 26th. Thank you!***