

# PARENT TEACHER CONFERENCE FORM

## Kindergarten – 5<sup>th</sup> Grade

Conferences are scheduled for **February 11 and February 18**. We encourage all parents to make it a top priority to attend these conferences. Conferences for kindergarten through 5<sup>th</sup> grade will be scheduled in 15-minute increments. Please return this completed form by Wednesday, **Jan 20**. **If both evenings work, please check both.**

**Family Name:** \_\_\_\_\_

Child's first name \_\_\_\_\_ Home room \_\_\_\_\_

Child's first name \_\_\_\_\_ Home room \_\_\_\_\_

Child's first name \_\_\_\_\_ Home room \_\_\_\_\_

Child's first name \_\_\_\_\_ Home room \_\_\_\_\_

**If both evenings work, please check both. This is very helpful!**

☐ **Thursday, February 11 ~ 5:30pm to 8:30pm    Kindergarten – 5<sup>th</sup> grade**

☐ **Thursday, February 18 ~ 4:30pm to 7:30pm    Kindergarten – 5<sup>th</sup> grade**

Please return by Wednesday, Jan 20 so that we can make up the master schedule. Watch the Ada Connection on **February 3 to find your exact time. Please note:** We make every effort to accommodate requests but cannot guarantee you will get the time you have requested. There will be no changes to your appointed time after the schedule has been made. If the office does not hear from you, you will automatically be assigned a time slot.

**Note: Parents of Students in Grades 6-8:** Middle School teachers will be available for 3 minute conferences in the commons both nights. If you would prefer a 15-minute conference with one or more middle school teachers, please contact the teacher directly.