

Student/Parent/Teacher Conference

Request Form

Conferences: Mon., Tues. Dec. 8, 9.....12:45 – 3:00 p.m.

Wed, Dec. 10.....1:45 – 3:00 p.m.

Conferences will be 15 minutes in length.

Deadline to turn in form: Fri., Nov.21st

Return forms to CMS office

Student Name: Last, First

7th Period Room #

Parent Phone # _____

Dear CMS Parents,

Coronado Middle School is scheduling student/parent/teacher conferences on December 8-10. The purpose of a student/parent/teacher conference is to provide additional communication and collaboration to support students who may be experiencing academic difficulty. **It's important that your child attend this valuable meeting.** While we understand meetings and conferences with staff members are always beneficial, due to the volume of parents requesting conferences, we are unable to accommodate everyone. To support this endeavor of meeting the needs of many CMS children, we request you only schedule conferences with specific teachers in classes where your child is struggling academically. Appointments will be scheduled on a first come-first served basis. We will do our best to accommodate as many requests as possible.

To schedule your appointment, please return this form to the CMS office by Friday November 21st. Keep all three afternoons free on your calendars in case the day you request is not available. If a schedule change is necessary, you may contact Joy Clakley in the CMS office beginning December 4th at (619) 522-8921 ext 3095.

Please indicate the order of your preference for the day of your conference. (1, 2, 3)

_____ Mon. Dec. 8 _____ Tues. Dec. 9 _____ Wed. Dec. 10

Teachers with whom you'd like to schedule conferences (in order of preference):

Teacher Last Name	Conference Day, Time & Room: <i>To be completed by CMS Office</i>		
	DAY	TIME	ROOM
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____

YOUR CONFERENCE SCHEDULE WILL BE SENT HOME WITH YOUR CHILD BY DECEMBER 3rd.

If you would prefer to have your schedule mailed to you, please attach a Self Addressed Stamped Envelope.

CORONADO MIDDLE SCHOOL STUDENT/PARENT/TEACHER CONFERENCE DAY

BELL SCHEDULE -- December 8-10, 2014.

MONDAY, DECEMBER 8, 2014

PERIOD 1: 7:58 – 8:08 (10)

PERIOD 2: 8:12-9:22 (70)

BREAK: 9:22-9:32 (10)

PERIOD 3: 9:36-10:46 (70)

PERIOD 4/5: 10:50 – 12:00 (70)

TUESDAY, DECEMBER 9, 2014

PERIOD 1 : 7:58 – 9:26 (70+18)

BREAK: 9:26-9:32 (6)

PERIOD 6: 9:36-10:46 (70)

PERIOD 7: 10:50 – 12:00 (70)

Parent Conferences from 12:45 p.m. – 3:00 p.m

Wednesday, December 10: Regular, minimum day bell schedule, conferences begin at 1:45 p.m. and end at 3:00 p.m

<u>Period</u>	<u>Time</u>	<u>Minutes</u>
Period 1	7:58-8:44	(46)
Period 2	8:48-9:29	(41)
Break	9:29-9:35	(6)
Period 3	9:39-10:20	(41)
Period 4 (Class/Lunch)	10:24-11:05	(41)
Period 5 (Class/Lunch)	11:09-11:50	(41)
Period 6	11:54-12:35	(41)
Period 7	12:39- 1:20	(41)