

# PARENT TEACHER CONFERENCES

**Thursday, March 4** 5:30 - 8:30 PM scheduled appointments (10 minutes)

**Thursday, March 11** 5:30 - 8:30 PM scheduled appointments (10 minutes)

Conferences are not mandatory, but if you would like to make an appointment to see one or all of your child's teachers please feel free to do so.

## HOW DO I MAKE AN APPOINTMENT?

**There are two ways to make an appointment.**

1. Send in the tear-off below or e-mail [hmsparentconferences@aurora-schools.org](mailto:hmsparentconferences@aurora-schools.org) listing the teachers you wish to meet with and the times and days that are best for you. We will notify you of your appointments.
2. Call 330.954.2290 and leave **your name, your student's name, contact number** and the **teachers you need to see** and the best times for you. You will be notified of your appointments.

**With either method be sure to prioritize the teachers you'd like to see.** The scheduling process should insure you getting appointments with your high priority teachers.

***DEADLINE TO CONTACT US FOR AN APPOINTMENT IS March 3<sup>rd</sup>***

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I would like to make a conference appointment on with:

Teacher	Thurs 3/4	Thurs 3/11	Possible Times
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____

Student Name \_\_\_\_\_

Parent Name \_\_\_\_\_ Phone \_\_\_\_\_

For an e-mail reply, please include your e-mail address.

Email address \_\_\_\_\_