



# Fall Parent/Teacher Conferences

October 19, 2016

Dear Parents/Guardians:

We look forward to our Fall Parent/Teacher conferences on Wednesday, November 9 (10:00 AM – 8:00 PM) and Thursday, November 10 (9:00 AM -1:00 PM). These conferences are **strongly encouraged** for parents of students in Kindergarten through 8<sup>th</sup> grade. Preschool teachers will contact parents directly regarding their conference schedule.

Please look over the conference times, fill out the attached form, and **return it to the school office no later than next Wednesday, October 26**. All conferences will be 20 minutes in length with the classroom (homeroom) teacher. In addition, please indicate if you would like to conference with another teacher:

\_\_\_ Mr. Allen (science/8<sup>th</sup> algebra) \_\_\_ Mrs. Kunkel (math/faith) \_\_\_ Ms. Clark (6<sup>th</sup> history/PE)  
\_\_\_ Mrs. Meyer (MS literacy/8<sup>th</sup> history) \_\_\_ Ms. Leah Evjen-Bryan (7<sup>th</sup> history/resource)

Please check the time frame that you desire and rank times by 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice. We will do our best to accommodate your time choices. One form per family please. A confirmation notice with your scheduled day and time will be sent home in the communication envelope on **Tuesday, November 1**. We ask that parents come during the day if possible so that the evening conferences can be scheduled for families who find it impossible to attend during the day time due to work schedules. If you have any questions about parent/teacher conferences, please call the school office at (206) 935-8500.

(Detach and turn bottom portion in to the office)

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

I would like a Parent/Teacher Conference scheduled for:

1<sup>st</sup> Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

2<sup>nd</sup> Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

3<sup>rd</sup> Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Wed, November 9	10:00-Noon	_____ (rank 1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> choices)
Wed, November 9	Noon-2:00 PM	_____
Wed, November 9	2:00-4:00 PM	_____
Wed, November 9	4:00-6:00 PM	_____
Wed, November 9	6:00-8:00 PM	_____
Thurs, November 10	9:00-11:00 AM	_____
Thurs, November 10	11:00 AM -1:00 PM	_____