

Note to parents for Parent/Teacher Conferences:

1. ANY Parent/Teacher conference starts 4 full weeks after the new school year begins and there will NOT be any conferences scheduled AFTER the 3rd week in May.

2. Conference contact number **754-322-4909**
 - a. Give a 24-48 hour turnaround before being contacted to schedule
 - b. Parents MUST arrive 5-10 mins early for their conferences and if they are late then they have to reschedule. (Teachers have to be able to make it to their next conference or class)

3. Conference Days/Times:
 - a. Tuesday 6th grade
 - b. Wednesday 7th grade
 - c. Thursday 8th grade
 - d. 8:00 am-8:15 am **OR** 8:20 am -8:35 am

4. Types of conference (Face to Face, One on One, Group/Individual Phone Conference)---**only the Face to Face and One on One need to be explained to the parent:**
 - a. Face to Face
 - i. 2 or more teachers can be requested to attend this type of conference
 - b. One-on-One
 - i. There is no one on one without another teacher, administrator or guidance counselor in attendance

5. Parent with **2 or more “no show” will have to talk to Admin about setting up Parent/Teacher conference.**

6. Black out dates apply during testing unless it is an extreme emergency at which point the parent will have to contact administration.