

PARENT-TEACHER-STUDENT CONFERENCE INFORMATION

Conferences will be Wednesday evening, November 11 from 4:00-8:00 PM and on Thursday, November 12, from 2:00-4:00 PM and also from 5:00-8:00 PM. If these times do not work for you or your family, contact the teacher you would like to conference with to arrange another time. Wednesday, November 11 is a half-day of school, with dismissal at 11:30. There are no classes on Thursday due to conferences and there is no school on Friday.

The conference appointment slip is included with this newsletter and is available online. An appointment slip was also sent home with each family mail carrier today. The quarter ends on October 30th and report cards will be sent home shortly after. Conference date/time appointment confirmation slips will be sent home Wednesday, November 4. All parents with students in grades K4 through 8th need to attend a conference. Fill out the accompanying form for a time that best suits your schedule. For middle school students, we recommend a conference with your child's homeroom teacher and with the teacher in any classes where your child is receiving a grade lower than a "C". Middle school teachers will be set up in their homerooms.

Please schedule your appointments with teachers to certainly discuss grades, but also to address your child's development, behavior, attitude, work habits and other traits that make your child unique. This kind of conference will provide you with a "whole picture" assessment of your child and not be solely a rationalization of his/her grade.

PRIMARY (K4-K5-1-2) - It is preferred that the students at this level NOT be present at the conference. Primary conferences will be scheduled for 15 minutes with your child's homeroom teacher.

INTERMEDIATE (3-4-5) - Attendance is required for both student and parent at this level. Parents/students will have a 15 minute conference with their homeroom teacher. If you feel the need to conference with a different teacher from this level, (other teacher or specials teacher) indicate your wishes on the sign-up form.

MIDDLE SCHOOL (6-7-8) - Attendance is required for both student and parent at this level. First semester there are no scheduled appointments for middle school students. All middle school teachers will be in their homerooms and you may choose the teachers you would like to meet with. Please wait in the hallway outside the classroom. These conferences will be limited to 5 minutes each, but if additional time is needed, you may request a separate meeting. There is no limit to how many teachers you and your child conference with, but you must attend at least one.

LEARNING CENTER - For parents with students working in the Learning Center, the Learning Center teacher will try to join the regular classroom teacher conference as schedule permits.

SPECIALS TEACHERS - All parents from any grade level should feel free to conference with any specials teacher if they so desire. Sign up to conference on the attached form.

PLEASE NOTE: Because Friday, November 13 is a teacher inservice day, there are no classes for students. If you plan a vacation, we ask that you do not start until your conferences are completed. It is considered a school day of absence if the older children are not present with the parent (unless there is an exception which is pre-arranged with the teacher.) Please be prompt. If, during the conference, you feel the need of a longer time, please reschedule another conference at a later date with the teacher. It is very necessary that we keep to a strict schedule so that no parent will have to wait. Please be considerate of your time frame.

Please complete the attached appointment sheet and return it to the office by 8:00 AM on Monday, October 26. If you do not return this sheet indicating your preferences, a conference time may be assigned for you.

A confirmation of these appointments will be sent home on Wednesday, November 4, with the family mail carrier. Do not hesitate to call the office (453-5830) if you have any questions.

Due Monday, October 26, 2015

Family Last Name _____

PRIMARY

K4-K5-1-2

Please write the name of the student next to the appropriate homeroom teacher

K4 112	Mrs. Conklin	_____
K5 111	Mrs. Behling	_____
1-104	Ms. Thayer	_____
1-107	Mrs. Hentges	_____
2-105	Ms. Martens	_____
2-106	Mrs. Kozina	_____

INTERMEDIATE

3-4-5

Please write the name of the student next to the appropriate homeroom teacher

3-102	Mrs. Saeger	_____
3-103	Mrs. Forsythe	_____
4-204	Mrs. Runnoe	_____
4-203	Mrs. Sobczak	_____
5-201	Mrs. Luke	_____
5-202	Mrs. Lofy	_____

MIDDLE SCHOOL

6-7-8

Wait in line outside of classroom (no individual appointments)

211 Mrs. Tremper	Math
212 Mrs. Mrozinski	Science
210 Ms. Rick	Religion
207 Mr. McKeown	Social Studies
206 Mrs. Clementi	Language Arts
205 Mrs. Canapa	Literature

SPECIALS

Please write the name of the student next to the appropriate teacher

<u>Art</u> Mrs. Lionberg (Wed. 4-8)	_____
<u>Computer</u> Mrs. Kelderman (Th 2-4, 5-8)	_____
<u>Music</u> Mrs. Hartley	_____
<u>Phy Ed</u> Ms. Zimmerman	_____
<u>Learning Center</u>	_____
Mrs. Kirkpatrick (Math, Wed 4-8)	_____
Mrs. Shambarger	_____
Mrs. Golomski	_____
<u>Catapult</u> Ms. Kosdorf (Wed 5-8)	_____
<u>Speech</u> Mrs. Ambrose (Wed 5 - 8)	_____

Please indicate with a 1, 2 and 3 your 1st, 2nd and 3rd choice.

_____	Schedule me anytime		
_____	Wednesday, Nov. 11	4:00-8:00 PM	(K4-5)
_____	Thursday, Nov. 12	2:00-4:00 PM	(K4-5)
_____	Thursday, Nov. 12	5:00-8:00 PM	(K5-5)