

January 20, 2017



IMPORTANT

All Saints School

Dear All Saints Parents:

As you know, our second trimester conferences are on the calendar for Wednesday, February 1st and Thursday, February 2nd. As is our tradition, students in grades 3-8 will lead their conference. Be sure to select a time when both you and your child can attend. Our educational program at All Saints depends greatly on our mutual collaboration in regard to your child's educational development. The schedule for conference week is as follows:

Monday, Tuesday, January 30, 31 – Regular School Days

➔ **Wednesday, February 1 – Half Day** – students will be dismissed at **noon**. Conferences will be held in the afternoon from 1:00-5:20 p.m. All Saints Extended Care will be open from 12 p.m. to 6 p.m. for our Extended Care students.

➔ **Thursday, February 2 – Half Day** – students will be dismissed at **noon**. Conferences will be held in the afternoon from 1:00-5:20 p.m. All Saints Extended Care will be open from 12 p.m. to 6 p.m. for our Extended Care students.

Friday, February 3 – Regular School Day

Please cross out the blocks of time that you are NOT AVAILABLE on the reverse side of this letter. Please try to leave several choices available for the teachers to schedule your conference times. Since teachers will be trying to schedule 20-25 conferences, as well as taking into consideration families with more than one child, we appreciate your flexibility.

In grades pre-k through eighth, you will be assigned one 20-minute period for each child. If you have two or more children, we will try to schedule your conferences consecutively.

Please return the conference sign-up sheet by Monday, January 23rd. If we do not receive this from you, we will assume that we can schedule you for any time on either of the conference days. If you have multiple children we prefer that you **fill out only one form** and sign up all of your children on one sheet.

Confirmation of your conference time will go home no later than January 30th. All conferences in grades pre-k through eighth will be held in your child's homeroom. Please check your middle school student's homeroom door to confirm conference location. If you are unable to attend at the regular conference times, makeup conferences will **ONLY** be held on February 8th 2:20-4:00 p.m.

We look forward to seeing you at conference time. Thank you for your participation in support of your child's education.

Sincerely,

Ms. Rose
Principal

**Block out times you CANNOT COME
PLEASE BE FLEXIBLE
PLEASE PRINT**

Name of Parent/Guardian:

Daytime Telephone No.

Time	Weds, 2/1	Thurs, 2/2
1:00-1:20		
1:20-1:40		
1:40-2:00		
2:00-2:20		
2:20-2:40		
2:40-3:00		
3:00-3:20		
3:20-3:40		
3:40-4:00		
4:00-4:20		
4:20-4:40		
4:40-5:00		
5:00-5:20		

PLEASE FILL OUT COMPLETELY for your child/children:			
<i>Ex: Thomas</i> <i>First Name</i>	<i>Hardy</i> <i>Last Name</i>	<i>3A</i> <i>Class</i>	<i>Smith</i> <i>Teacher</i>

**PLEASE RETURN TO
YOUR HOMEROOM
TEACHER BY
Monday, January 23rd**

**IT WOULD REALLY HELP
US IF YOU SEND ONLY
ONE FORM PER FAMILY**

THANK YOU.