

Sacred Heart School
Parent/Teacher Conferences

Dear Parent,

Families with more than one child should send ONLY 1 conference request form including all teachers you wish to see.

This is a notice of the forthcoming days of parent/teacher conferences. During these conferences you will be able to participate in the discussion of your child's progress. The days of conferences are Tuesday, October 29 and Wednesday, October 30, 2019 from 2:00 PM to 6:45 PM. **All JH teachers will be in the main gym on Tuesday to meet with parents. No need to schedule times for the JH Classes on Tuesday. The Jr. Hi. teachers will not be available from 4:30 to 5:00 on Tuesday.**

Please check the areas of the section provided below that will indicate your 3 preferences of time slots needed. Be sure to indicate specifically **EACH** of the teachers you would like to see.

Return the sheet as soon as possible: time slots are filled on a first come, first served basis. We will schedule all appointment times and let you know when your conferences are. **Confirmation will be sent home via email. Please PRINT your email address on the form.**

Yours in Catholic Education,

Dr. Mark Register, EdD and Mr. Sam Jones, Dean of Students

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Parent Name _____

Student(s) Name(s) _____

Email address to receive time confirmation: _____

Contact Phone #'s (H) _____ (W) _____ (C) _____

Please list teacher(s) you want to see:

My three (3) preferences are:

_____ I prefer to attend the parent/teacher conference on **Tuesday, October 29, 2019** at:

2:00-2:15 _____ 3:00-3:15 _____ 4:00-4:15 _____ 5:00-5:15 _____ 6:00-6:15 _____
2:15-2:30 _____ 3:15-3:30 _____ 4:15-4:30 _____ 5:15-5:30 _____ 6:15-6:30 _____
2:30-2:45 _____ 3:30-3:45 _____ 4:30-4:45 _____ 5:30-5:45 _____ 6:30-6:45 _____
2:45-3:00 _____ 3:45-4:00 _____ 4:45-5:00 _____ 5:45-6:00 _____ 6:45-7:00 _____

My three (3) preferences are:

_____ I prefer to attend the parent/teacher conference on **Wednesday, October 30, 2019** at:

2:00-2:15 _____ 3:00-3:15 _____ 4:00-4:15 _____ 5:00-5:15 _____ 6:00-6:15 _____
2:15-2:30 _____ 3:15-3:30 _____ 4:15-4:30 _____ 5:15-5:30 _____ 6:15-6:30 _____
2:30-2:45 _____ 3:30-3:45 _____ 4:30-4:45 _____ 5:30-5:45 _____ 6:30-6:45 _____
2:45-3:00 _____ 3:45-4:00 _____ 4:45-5:00 _____ 5:45-6:00 _____ 6:45-7:00 _____

_____ I do not expect to attend the parent/teacher conferences.

Parent signature: _____