

Jennings School



Tony Vuolo • Principal

31 Palm Drive, Fairfield, CT 06825 • Phone: 203-255-8316 • Fax: 203-255-8203

March 3, 2014

Dear Parents/Guardians:

It is hard to believe that parent-teacher conferences are almost upon us once again. They are scheduled for March 26, April 2 and April 3. Your teacher will notify you with a specific time shortly. Please keep in mind that all students will be dismissed at 1:40 for all three of these days. The conference times will be scheduled during the following timeframe:

Wednesday, March 26th	2-4 P.M.
Wednesday, April 2nd	2-4 P.M.
Thursday, April 3rd	6-8 P.M.

Since this round of conferences is different than October, with only one evening, we would greatly appreciate your understanding of our need to set those conferences for families who find it impossible to meet at any other time.

Our conferences will be scheduled for 15 minutes at a time in an effort to accommodate all. We would greatly appreciate your returning the bottom portion of this letter to your child's teacher **only if you require an evening time slot.** We will do our best to provide you with an appropriate conference time and we appreciate your understanding if we can't accommodate everyone for an evening time slot. In addition, we will do our best to schedule siblings on the same day.

Conference schedules will be sent to all students on Friday, March 14.

Sincerely,

Tony Vuolo

Tony Vuolo
Principal

RETURN BY FRIDAY, MARCH 7, 2014.

Request for Evening Conference

Student: _____ Teacher: _____

_____ **I can only meet during the evening of April 3.**