

Jennings School

Tony Vuolo • Principal

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March 2, 2015

Dear Parents/Guardians:

It is hard to believe that parent-teacher conferences are almost upon us once again. They are scheduled for March 25, March 26, and April 1. 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 25th 2-4 P.M.
Thursday, March 26th 6-8 P.M.
Wednesday, April 1st 2-4 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 13th.

Sincerely,

Tony Vuolo
Principal

RETURN BY FRIDAY, MARCH 6th, 2015

Request for Evening Conference

Student: _____ Teacher: _____

_____ **I can only meet during the evening of March 26th.**