



Thomas H. Henderson Middle School

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Mr. DeBerry Goodwin, Principal
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Making Connections: Parent conferences are coming up!

November 6, 2014

Dear Parents,

One of the best events of the year is coming up soon—**parent conferences!** This is one of Henderson's favorite events because it gives the faculty and staff a chance to talk with each of you in some depth about your student(s). This fall our conferences will feature important items:

- We will discuss student work samples so you can see how your student is progressing.
- We will discuss how your student is adjusting to **[grade level or subject]** and participating in our class.
- We want to hear your comments and questions and explore ways we both can help your student learn best.

Listed below are the the times available for up to 20-minute conferences below. Please let us know which three time slots you are available for and identify which teachers you would most like to see on each day. Please place a 1, 2, or 3, next to your top three choices and return this form to school with your student by November 10, 2014. While a conference does not have to be scheduled in advance, preference will be given to parents with scheduled conferences if a time conflict arises. I look forward to seeing you for the conferences!

This form is for (Teacher Name): _____

Parent Conference Sign-Up

___ I am available for a 20-minute conference during the following time blocks (indicate your top three time choices by placing a 1, 2, or 3 next to each):

November 13, 2015

- ___ 4:00 - 4:20 p.m.
- ___ 4:20 - 4:40 p.m.
- ___ 4:40 - 5:00 p.m.
- ___ 5:00 - 5:20 p.m.
- ___ 5:20 - 5:40 p.m.
- ___ 5:40 - 6:00 p.m.
- ___ 6:00 - 6:20 p.m.
- ___ 6:20 - 6:40 p.m.
- ___ 6:40 - 7:00 p.m.

November 14, 2014

- ___ 8:00 - 8:20 a.m.
- ___ 8:20 - 8:40 a.m.
- ___ 8:40 - 9:00 a.m.
- ___ 9:00 - 9:20 a.m..
- ___ 9:20 - 9:40 a.m..
- ___ 9:40 - 10:00 a.m..
- ___ 10:00 - 10:20 a.m.
- ___ 10:20 - 10:40 a.m.
- ___ 10:40 - 11:00 a.m.

___ I am not available on the above dates. Please contact me about other options.

Student's Name: _____

Parent's Name: _____