

NORTHSIDE MIDDLE SCHOOL

January 2012

TO: NMS Parents and Guardians
FROM: Mrs. Williams, Guidance Secretary
SUBJECT: PARENT/TEACHER CONFERENCE DAY

The Parent Teacher Conference Day has been scheduled for Monday, February 6, 2012 from 12:00 noon to 7:00 pm. If you would like to schedule a conference with any of your child's teachers, please complete the form below and have your child return the entire form to his/her HOMEROOM teacher. Forms MUST be returned by Thursday, February 2, 2012 at 3:00 pm.

Parent Name _____ Student Name _____ Grade Level _____
Parent's daytime phone _____ Student's HOMEROOM Teacher _____
Names and grades of other students at NMS _____

____ I (We) would prefer a group conference with the teachers listed below. (As many as possible, depending on how heavy the teacher's schedule is, some may be individual.)

____ I (We) wish to meet with the teachers listed below individually during the time frame noted.

Circle Your Time Frame Preference 12:00 to 4:00 4:45 to 7:00

List the teacher's names you wish to see.

THIS FORM WILL BE RETURNED TO YOU BY YOUR CHILD WITH YOUR SCHEDULE OF CONFERENCES LISTED BELOW.

..... (OFFICE USE ONLY).....

STUDENT NAME _____ HOMEROOM _____

____ You have been scheduled to meet with teachers on Monday, February 6, 2012, as noted below:

<u>TEACHER</u>	<u>TIME</u>	<u>ROOM</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

____ Your request could not be honored at this time due to time constraints. The teachers with whom you wished to meet have been given your name and will be in contact with you soon.