



201 Stanwix Street
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www.cityhigh.org

September 23, 2021

Dear Parents/Guardians,

Welcome back to an important year at City High! You have a senior!

On Monday, October 11th, parents/guardians and senior students are invited to attend individual conferences with each student's current staff Advisor. Fall conferences will be held either in person, by phone, or virtually by video.

Each Advisor will be facilitating 25 minute individual conference appointments to discuss updates and progress on the following:

- Overview of the 12th grade Model
- Student's graduation status
- Current grades and attendance

Internships

Our Internship Managers are available for private individual meetings with students and families. Please email them directly to schedule an appointment:

- Mrs. Drummond: drummond@cityhigh.org
- Ms. Kretschman: kretschman@cityhigh.org

Transition

Mrs. Riley and Mrs. Vasquez, our Transition Managers, are available for private individual meetings with students and families to discuss any of the following:

- Post-High School Planning (Employment, College Applications, Military, Training Programs)
- Pittsburgh Promise
- Financial Aid and FAFSA (Free Application for Federal Student Aid)

To schedule a meeting with your student's Transition Manager, please email them directly:

Students with last names A-L: Riley@cityhigh.org

Students with last names M-Z: Vasquez@cityhigh.org

The topics covered on October 11th will provide you with information about your student's eligibility to graduate on time on June 25, 2022. If you cannot attend, you will need to schedule an appointment to meet with your student's Advisor at another time.

Sincerely,

Dr. Dara Ware Allen
Principal and CEO

Virtual Senior Year Conferences

SIGN-UP FORM

**PLEASE RETURN THIS FORM TO YOUR STUDENT'S ADVISOR BY
TUESDAY, OCTOBER 5, 2021**

Student Name: _____

Parent/Guardian Name: _____

Best Contact Number: _____ Email: _____

Advisor's Name: _____

I prefer:

_____ In-Person Conference

_____ Phone Conference

_____ Google Meet Video Conference - a link will be sent prior

Please indicate the three best times for an in person or virtual conference.

_____ 11:00AM _____ 1:00PM _____ 4:00PM _____ 6:00PM

_____ 11:30AM _____ 1:30PM _____ 4:30PM _____ 6:30PM

_____ 12:00PM _____ 2:00PM _____ 5:00PM

_____ 12:30PM _____ 2:30PM _____ 5:30PM

Please list or email any other topics you would like to discuss in the conference:

_____ Please check here if you need to request an alternate day for an appointment.

Your student's Advisor will be in touch by phone or email to schedule a conference. If you are able to email the information sooner, please do so. We greatly appreciate your help!