



201 Stanwix Street

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www.cityhigh.org

September 23, 2021

Dear Parents/Guardians,

Monday, October 11, 2021, is our first Parent/Teacher Conference Day for ninth-grade parents and guardians, which will be held in person, virtually, or by phone this year. **Families will be able to choose an in-person, virtual, or phone conference.** We strongly encourage all parents/guardians to attend. Students are also encouraged to attend the conference and will receive ten workforce points for attending. Please note that students do not have school on October 11th.

During the parent/teacher conference, your student's Advisor will provide parents/guardians with:

- General information on the 9th grade curriculum and schedule
- Student progress and attendance
- Directions for accessing the Parent Portal
- Directions for accessing the Google Classroom summary

Conferences will be held on **Monday, October 11, 2021, from 11:00AM – 2:30PM and from 4:00 PM– 6:30PM.** Each conference will last approximately 25 minutes.

Students do not have school that day; however, they are strongly encouraged to attend to discuss their progress.

You will receive an email or a phone call from your student's Advisor to schedule a time for your conference. If you are not available to meet on October 11th, please let the Advisor know how to contact you to arrange a meeting at another time.

We look forward to meeting with you and your student.

Sincerely,

Dr. Dara Ware Allen
Principal and CEO

PARENT/TEACHER CONFERENCE SIGN-UP FORM

Monday, October 11, 2021

PARENT CONFERENCE SIGN-UP FORM
**PLEASE RETURN THIS FORM TO YOUR STUDENT'S ADVISOR BY
Tuesday, OCTOBER 5, 2021.**

Student Name _____ Grade _____

Parent/Guardian Name _____

Best contact number _____ Email _____

Advisor Name _____

I prefer:

_____ In-Person Conference

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

_____ Phone Conference

Please indicate the three best times for an in person, virtual, or phone 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!

