

We have scheduled Parent-Teacher Conferences **for grades Preschool - 4** on **Wednesday, October 18. PRESCHOOL - 4 STUDENTS WILL NOT HAVE SCHOOL** on this date. Fifth grade and middle school students will have regular dismissal on this day, and the busses will run for them at the regular times. Extension will be held from 2:50-5:30 p.m. for 5-8 grade students who are enrolled.

Conferences are optional as many of you have previously conferred with your child's teacher(s), or you may not feel the need for a conference at this time. We also invite you to schedule conferences with teachers **at any time** during the school year.

Conferences will be scheduled online using Sign-Up Genius. The link to the conference sign-up page is listed at the bottom of this letter. Parents will also receive an email with the link. You will be required to enter your name, child's name, and email address. A reminder email will be sent to you prior to your conference. The **conference sign-up will open Tuesday, October 3, at 8:00 p.m.** It will close on October 11 at 8:00 p.m. If you would like for Kathy Cook, a counselor, enrichment teacher, or administrator to attend your conference, please email them the time and date of your conference to see if they are available.

If you would like a phone conference with the teacher, please email the teacher directly to schedule a time.

Please note that you **should not bring your children** to your parent-teacher conference. It is inappropriate for them to attend the conference, and school policy states that children of that age cannot be left unattended. If you cannot make other arrangements for your child, you will need to schedule a phone conference or schedule a conference for another time. We thank you for your cooperation in this matter.

In appreciation for your cooperation,

The St. Aloysius School Administration

**Please use the following link or QR code to schedule your conference.**

<https://goo.gl/vZKLmR>

