

St. Ignatius School Grades K-8 Parent/Teacher Conferences 2019

Parent Teacher conferences will be held on the evenings of Thursday, November 21ST and Monday, November 25TH.

We are using **Sign-Up Genius** to allow parents of students in **grades K-8** to schedule the conference with a classroom teacher. Look for an email containing the link for Sign-Up Genius. Please choose only one night to attend.

- Sign-Up Genius will be open for scheduling from 9am on Friday, November 1ST to 9:00am on Saturday, November 16TH.
- Slots will be filled on a first come, first served basis.
- To allow time for as many parents as possible, in K-3 grades you may make one appointment per child, and in grades 4-8 you may make two appointments (different teachers) per child.
- All conferences are scheduled for 10 minutes per student per teacher. If a longer time is necessary, consult with the teacher to have a conference on another day. Please do not book more than one slot for the same teacher.
- If you schedule to meet with more than one teacher, it is VERY important to leave yourself adequate travel time to go from one meeting to the next. **Please do not schedule your conferences times back to back.**
- If you would like someone from the Inclusion Team to attend your scheduled meeting, please contact the classroom teacher to make your request. If you would like to meet with a “Specials” teacher (Art, Music, Tech, PE, Theology of the Body), please contact that teacher directly.
- If you would prefer to have a phone conference, please contact the teacher directly to schedule for a time on another day.
- All conferences will be held in the classroom listed on the sign-up.
- Students in grades 7 and 8 are expected to attend the conference with the parent and teacher unless other plans are made.
- For the record, if a parent does not request a conference, we do not interpret this as disinterest! Often parents and teachers have already been communicating regularly.

Thank you for your cooperation.

If you have questions, please contact Amy Mueller in the school office.