



L. Douglas Wilder Middle Parent/Teacher Conference

<u>Student First & Last Name</u>	<u>Parent Name</u>	<u>Parent Email Address:</u>	<u>Parent Contact #</u>

Parents/Guardians,

Parent/Teacher conferences are scheduled for Tuesday, November 13, 2018 from 4:30-7:30pm. Each conference will be scheduled for a 15-minute block of time. Please be respectful of the teachers and other parents. Times are on the right. Students should fill-out their daily schedule: portion Completed by **STUDENT**.

Families please take the time to select your 1st & 2nd choices portion Completed by **PARENT**. Place your preferred time, you are requesting, next to the selected class.

Once complete, students will take this form with the requested times to each teacher the next day and each teacher will confirm your conference time and return the form back to the parent. If your requested time is unavailable, teachers will give an alternate time in the final column. Thank you and we hope to see you on **November 13, 2018**.

Tuesday, Nov. 13 th	
4:30	
4:45	
5:00	
5:15	
5:30	
5:45	
6:00	
6:15	
6:30	
6:45	
7:00	
7:15	

Completed by STUDENT			Completed by PARENT		Completed by TEACHER	
Class Period	Teacher Name	Subject	1 st Choice Time	2 nd Choice Time	Teacher confirmation indicated by Signature	Alternate time available
Example	Mrs. Spirit	Computer Tech	4:15	4:45	<i>Mrs. Spirit</i>	4:45am 11/13
Block 1						
Block 2						
Block 3						
Block 4						
Block 5						
Block 6						
Block 7						
Block 8						
Advisory						



L. Douglas Wilder Middle Parent/Teacher Conference

<u>Student First & Last Name</u>	<u>Parent Name</u>	<u>Parent Email Address:</u>	<u>Parent Contact #</u>

Parents/Guardians,

Parent/Teacher conferences are scheduled for Tuesday, November 6, 2018 from 8:15am -11:15am. Each conference will be scheduled for a 15-minute block of time. Please be respectful of the teachers and other parents. Times are on the right. Students should fill-out their daily schedule: portion Completed by **STUDENT**.

Families please take the time to select your 1st & 2nd choices portion Completed by **PARENT**. Place your preferred time, you are requesting, next to the selected class.

Once complete, students will take this form with the requested times to each teacher the next day and each teacher will confirm your conference time and return the form back to the parent. If your requested time is unavailable, teachers will give an alternate time in the final column. Thank you and we hope to see you on **November 6, 2018**.

Tuesday, Nov. 6 th	
8:15	
8:30	
8:45	
9:00	
9:15	
9:30	
9:45	
10:00	
10:15	
10:30	
10:45	
11:00	
11:15	

Completed by <u>STUDENT</u>			Completed by <u>PARENT</u>		Completed by <u>TEACHER</u>	
Class Period	Teacher Name	Subject	1 st Choice Time	2 nd Choice Time	Teacher confirmation indicated by Signature	Alternate time available
Example	Mrs. Spirit	Computer Tech	8:15	8:45	<i>Mrs. Spirit</i>	9:45am 11/6
Block 1						
Block 2						
Block 3						
Block 4						
Block 5						
Block 6						
Block 7						
Block 8						
Advisory						