

## Parent-Teacher Conferences

Friday, Monday and Tuesday ~ November 16<sup>th</sup>, 19<sup>th</sup>, & 20<sup>th</sup>

Conference days are half-days and school will be dismissed at 11:15 AM.

**Scheduled conferences begin at 11:30 A.M.**

Secondary conferences are 15 minutes long, with 5 minutes between each conference.

### PLEASE NOTE:

On Tuesday, November 20<sup>th</sup>, from 12:00 - 3:30 P.M. ~

All secondary teachers will be available for  
brief "drop-in" conferences in the HS Gym.

This is a good alternative for parents who have minimal concerns regarding their student's progress, but do want to 'meet and greet' some teachers.

Scheduled conference times are preferable for private conferences or if a teacher needs their grade book or computer access for more specific student progress and assessment.

**Scheduled conferences (11/16 & 11/19 only) are made  
by appointment via e-mail or telephone:**

**Please contact:** Carol Henry at *carol.h@cedarpark.org* or 425-488-9778 x 1145

If you would like to schedule a secondary conference, please follow these steps:

Compile a list of the teachers you would like to conference with using your student's schedule, which is available online at <https://logins2.renweb.com/Logins/ParentsWeb-Login.aspx?>

- List the first and last name of each student AND their grade level
- List the names of the teachers that you would like to meet with - for each student
- List the days and times that will work for you - either Friday 11/16 and/or Monday 11/19
- List the BEST email address or phone number for my reply to you  
(in case I need to speak with you)
- If you called, but want a response via e-mail ~ please leave your e-mail address (spelled out)

**\* Please remember ~ due to the volume of conference requests,  
it may take a few days to hear back from me \***