

PRAIRIE VISTA ELEMENTARY SCHOOL
PARENT-TEACHER-STUDENT CONFERENCES Grades K-5

September 27, 2018

Dear Prairie Vista Families,

All elementary schools in Penn-Harris-Madison School Corporation will be conducting Parent-Teacher-Student Conferences for every student on Tuesday, October 23rd and Wednesday, October 24th. All parents will be scheduled for a 15-minute conference. Your prompt arrival will be greatly appreciated as we will attempt to follow the scheduled times without delay.

The conference provides the teachers with an opportunity to discuss your child's academic progress. This time together will provide an opportunity to exchange information about a child and renders valuable supplementary information to the report card. In an effort to make conferences more meaningful for both parents and students, we encourage you to allow your child to participate in the actual conference with us. We trust you will look upon conferences as a beneficial experience.

Once again, we will be using an online program called "SignUp Genius" to schedule and confirm conferences. It allows parents to sign up for a conference date and time online rather than having a teacher assign you a date and time. It will also send you reminders. Please see the back of this letter for information about SignUp Genius. If you prefer not to participate in the online registration, please let your child's teacher know by October 1st and the teacher will assign a date and time for you.

Parents that have siblings will have 24 hours to sign up for a time slot before families with one child since they have to attend more than one conference. Please allow at least 5-10 minutes in between each conference to allow for travel time. Families with siblings will receive an email from SignUp Genius on Monday, October 1st between 7:00 A.M. and 10:00 A.M. inviting you to sign-up for a conference time. Families with one child will receive an email from SignUp Genius on Tuesday, October 2nd between 7:00 A.M. and 10:00 A.M. inviting you to sign-up for a conference time. ***Please note that each child is allotted one time slot.***

Please let your child's teacher know if there is anything special that you would like to discuss at the conference.

Thank you,

Keely Twibell and the Prairie Vista Teachers