TAG Parent/Teacher Conferences

Thursday, November 3rd, 2016

Afternoon Conferences: 12:00pm-3:00pm

Evening Conferences: 5:30pm-7:30pm

Dear TAG Parents/Families,

Below are the procedures for all Parent/Teacher conferences, Kindergarten through Fourth Grade, including directions for cluster teachers. If you have any questions, please contact Ms. Bruno.

**Kindergarten through Fourth Grade Procedures:**

* Conferences for Kindergarten through Fourth Grade students are by appointment only
	+ If you have not already done so, you can go to TAGScholars.com to make an appointment
* Please be on time for your appointments
	+ If you arrive late, you may not be able to see your child’s teacher
* When you arrive at school, go straight to your child’s classroom. And sign in on the sign-in sheet
* Teachers will be calling parents based on their scheduled appointment times, not on the time they signed in
* It is crucial that teachers adhere to the allotted time for each conference
* If you feel that you need more time, you can arrange a supplementary conference with your child’s teacher

**Cluster Teacher Procedures:**

* Mr. Faulkner, Ms. Tabrizi, Ms. DeAbreu, and Ms. Castaldi will be available for conferences, on a first come, first served basis
	+ Tomorrow: 8:15am-10:45am
	+ Tomorrow: 12:00pm-3:00pm
	+ Tomorrow: 5:30pm-7:30pm
		- **Ms. DeAbreu will not be available during evening conferences (5:30-7:30), tomorrow**
* Mr. Wong will only be available for conferences tomorrow, from 10:00am-10:45am and then again from 5:30pm-7:30pm, in Room 205 **(No conferences between 12:00pm-3:00pm)**
* Conferences will be no longer than 3-4 minutes
	+ If you feel that you need more time, you can arrange a supplementary conference with the teacher