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, for Fifth and Sixth Grades, including directions for cluster teachers. If you have any questions, please contact Ms. Bruno.

**Fifth and Sixth Grade Procedures:**

* **All conferences for Fifth and Sixth Grade students will be on a first come, first served basis, in the Auditorium**
* **It is important that all parents stop in the main lobby to pick up their child’s progress report, before going into the auditorium for conferences**
* All five of the Fifth and Sixth Grade Core Curriculum teachers will be in the auditorium
* Each teacher will have a designated section in the auditorium where parents waiting for that particular teacher will sit
* Parents can choose which teacher they wish to see, in which order they would like to see them
* We will have staff in the auditorium directing parents
* Conferences for **each** teacher will last no longer than 3-4 minutes
* It is critical 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 that 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, tomorrow (5:30pm-7:30pm)**
* 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 from 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