



Dear CPE Families,

Parent-Teacher Conferences are on **Thursday, December 6th after school from 5:00-8:00 p.m. and Friday, December 7th from 12:00-5:00 p.m.** There is no school on Friday, December 7th. Conferences will be scheduled in 15 -minute increments. It is first come first served between the hours given. We ask for your patience and understanding as this is our first year doing conference this way. You will be notified of your child's conference slot by **November 16th**.

Please indicate your day and time preference to come in for conference below by **November 9th** or a slot will be scheduled for you.

Thursday, December 6th

5:00 p.m. - 6:00 p.m. _____

6:00 p.m. - 7:00 p.m. _____

7:00 p.m. - 8:00 p.m. _____

Friday, December 7th

12:00 p.m. - 1:00 p.m. _____

1:00 p.m. - 2:00 p.m. _____

2:00 p.m. - 3:00 p.m. _____

3:00 p.m. - 4:00 p.m. _____

4:00 p.m. - 5:00 p.m. _____

Parent's Name: _____ Phone: _____

Please list other children attending College Prep Elementary and their grades. Use one form per family.

Child:

Grade:
