

November 1, 2009

Dear Parent(s)/Guardian(s):

In our continuing effort to create strong partnerships between school and home, Kentlake High School will host parent/teacher conferences on Tuesday, November 24, 2009 from noon-4:00, then again from 5:30-8:00 pm. in the gymnasium. **Students will be dismissed at 10:50 am.** The purpose of parent/teacher conferences is to give you an overview of your student's current level of performance in each class, to celebrate successes and to plan for continued improvement. The grade information you will receive at conferences reflects 1st quarter grades. These grades should be viewed as an indicator of student progress because grades will not be posted to student transcripts until the end of first semester, February 5th. The conference is designed so you may meet with as many teachers as you wish. No appointment is necessary. Each conference may only last up to five minutes. Teachers will be ready to provide the following information about your student:

- Current grade/progress
- Work habits and behaviors
- Future assignments/projects
- Area(s) for growth
- Classroom expectations
- Status of assignments/projects

If you would like a longer conference with your student's teacher(s), please ask the teacher for an appointment to meet at another time. In addition, the counseling staff will be available at conferences to answer questions, check academic credits and seek other information about your student's progress. Wendy Hurst, KL Career Specialist, will also be available during conferences to assist with post secondary options.

During conference sessions, teachers will be seated in alphabetical order in the gymnasium. If the teacher with whom you would like to conference is talking with another parent, please conference with another teacher to avoid waiting. Kentwood teachers (KL to KW transfer classes) will not be available at Kentlake conferences.

Due to other scheduled activities, some teachers may have limited availability or not be available at all. **This is not a complete list.** An updated list will be posted on November 24th.

Anna McLeod, choral music, noon-3:00 only; **Dave Harris**, orchestra, 2:00-4:00 and then again for evening conferences. **Chuck Stowell**, band, 2:00-4:00, then again for evening conferences; **Narine Balayan (ELL)** noon - 4:00 only.

The following teacher(s) will **not** be available for conferences: **Please check updated list at conferences.**

We look forward to meeting you.

Sincerely,

Diana Pratt, Principal