

Wayne Trace Junior/Senior High School

Mike Myers, HS Principal
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Dear Parents:

September 15, 2023

Parent/Teacher Conferences have been scheduled for the Wayne Trace Jr./Sr. High School for Wednesday, October 25th from 5:30-8:30 p.m. and Thursday, October 26th, from 1:00-8:00 p.m. There will be "No School" for students on Thursday, and Friday, October 26th and 27th.

Please continue to check your son/daughter's grades in Progressbook. If you have questions prior to parent/teacher conferences, don't hesitate to contact your child's teacher. Please have this form returned to the office by Friday, October 14th. We will be scheduling these conferences on a first request basis. All conferences will be scheduled in advance.

We are trying to prioritize conferences for students that are struggling in class. If your child is doing well in class, you can email the teacher directly if you have any other concerns.

If you have more than one student in your household, please return all the forms to the office at the same time so they can be scheduled together.

Student's name _____ Grade _____
Parent's name _____ Phone # _____
Parent's Email Address _____

Preferred time block – PLEASE MARK YOUR 1ST, 2ND, AND 3RD CHOICE

_____	Wednesday, October 25th	5:30 p.m. - 8:30 p.m.
_____	Thursday, October 26th	1:00 p.m. - 4:30 p.m. Dinner Break 4:30-5:30
_____	Thursday, October 26th	5:30 p.m. - 8:00 p.m.

Please return the form to the Jr./Sr. High Office by Friday, October 13th. **Completed Conference schedules will be distributed to students by Tuesday, October 17th.**

Please list the names of teachers with whom you would like a conference.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____