

Scarborough High School
Parent - Teacher Conferences

2:30 - 5:00 PM Thursday, March 11, 2010

And

2:30 - 7:00 PM Thursday, March 25, 2010

Scarborough High School cordially invites you to participate in parent-teacher conferences once again this year. We hope that you will find the conference program valuable and we look forward to meeting with you. We encourage parents to make arrangements to meet with their child's teachers and we will make every effort to accommodate your scheduling needs.

Each teacher is scheduling time to meet with parents/guardians on these two days. Time and date availability may vary for individual teachers, thus necessitating appointments on more than one day. Conferences will be scheduled on a **first-come, first served basis**. If we are unable to schedule a conference with all requested teachers, we will see that your child's teachers are notified of your interest in speaking with them. Please be reminded that you don't need to wait until conference time to communicate with your child's teacher. Their e-mail addresses are available on page 101 of the student planner and on our website-www.scarborough.k12.me.us/high/handbook.htm you will find the same information as is included in the planner.* If you have more than one child attending SHS, please staple and or send in at the same time.

*To schedule a conference with a teacher, please complete and return the form below. We will be scheduling conferences on a first-come first-served basis, so please **send in your request promptly either with your child or by mailing or faxing it back to us.** The deadline for sending in your request is **February 23**. You will receive an e-mail indicating the conference date(s) and time(s) for which you have been scheduled.*

Child's Name: _____

Parent's Name: _____

E-Mail Address: _____
(Print clearly)

Time Slot Preferred: (Please indicate by using a 1, 2 or 3 -- 1 being most preferred time slot).

Thursday, March 11 2:30-4:45 _____

Thursday, March 25 2:30-5:00 _____

5:50-7:00 _____

Teacher's Name

Please return this form **NO LATER THAN TUESDAY, FEBRUARY 23**, to Scarborough High School with your child or mail it to Scarborough High School, 11 Municipal Road, Scarborough, ME 04074 or fax to 730-5007.