



Parent Teacher Conferences



October 15, 2024

Dear Parents/Guardians,

We would like to take this opportunity to invite you to our November Virtual Parent Teacher Conferences for the 2024–2025 school year. Parent Teacher Conferences are scheduled for Thursday, November 7, 2024. This will be a half day of school for all students and the school day will end at 11:20 am. Please note that students will have the option for cold lunch on this day and lunch will take place in the classroom at 10:00 am.

All students will be dismissed at 11:00 am in order for the teachers to be available for conferences. The schedule for conferences is as follows:

Afternoon Virtual Conferences– 1:30 PM–3:30 PM

Evening Virtual Conferences– 4:30 PM–7:30 PM

Please complete and return the tear-off below to your child's teacher and indicate your preference for either an afternoon or evening virtual appointment. Your child's teacher will assign you an appointment with a Google link to join prior to the conference. It is very important that you adhere to your assigned time. If you are unable to virtually meet with your child's teacher on this day, please contact your child's teacher requesting an alternative appointment.

If you have any questions, please contact Mr. Brown our parent coordinator at jbrown112@schools.nyc.gov or call the school at 718-956-2760.

Sincerely,
Dora Danner
Principal

(Please complete and return to your child's teacher by Thursday, October 31, 2024)

I will be joining you for a virtual Parent/Teacher Conference on Thursday, November 7, 2024.

Please schedule me for a virtual appointment between: _____ 1:30– 3:30 PM

_____ 4:30–7:30 PM

I need translation in the following language: _____

(Child's Name)

(Class)

(Parent's Name/Signature)

(Contact Phone Number)