

LEHIGHTON AREA SCHOOL DISTRICT
Lehigh Area Elementary Center
Lehigh, Pennsylvania 18235

October 24, 2018

Dear Parents/Guardians,

The Lehigh Area School District will conduct Parent-Teacher Conferences in all elementary grades.

Conferences will be held on:

Wednesday, November 7, 2018 (8-3 & 5-8)

Conferences will be scheduled on an appointment basis. Please write below the approximate time you will be able to come to the school. Return this form to your child's regular classroom teacher by October 31st. After this has been received by the teacher, you will be notified of the exact time to come for the conference.

Teachers of special subjects (art, music, physical education, library) will be available for conferences, also. Should you wish to set up an appointment with any of these teachers, you may send a separate written request with your child on the day he/she has the subject.

No school age or younger children should be brought to the conferences so that parents can receive the maximum benefit and complete attention of the teacher.

Please detach and return to your child's classroom teacher by October 31st.

Check One:

_____ Wednesday, November 7th, 8:00 AM – 3:00 PM

or

_____ Wednesday, November 7th, 5:00 PM – 8:00 PM

Name of Student

In order to avoid confusion in scheduling, please list names and grades of any other children you may have presently enrolled in the elementary grades (K-5).

Name _____ Grade _____ Teacher _____

Name _____ Grade _____ Teacher _____

Name _____ Grade _____ Teacher _____

Signature of Parent

Please return no later than Wednesday, October 31, 2018