



Our Lady Queen of Peace School

5915 North Belt West
Belleville, Illinois 62223
Phone: 618-234-1206

October 27, 2011

Dear Queen of Peace Parents,

The first quarter of school ended on Wednesday, October 26th and report cards will be sent home Tuesday, November 2nd. Parent/Teacher conferences will be held on **Thursday, November 10, 10:00am - 6:45 pm** with your child's homeroom teacher. *We will observe Veteran's Day on Friday, November 11th, NO School.*

Conference preference times are listed below. They are scheduled for 15 minute periods with your child's homeroom teacher. Please number (in order of preference) the hour slot that would be your first and second choice times. Return this form to your oldest child's homeroom teacher by **Wednesday, November 2nd**. Your Conference Time schedule will be sent home on Friday, November 4th.

If you need to see a specialty or departmental teacher, please contact them to arrange a meeting at a time convenient for both of you.

Our Lady Queen of Peace staff welcomes this opportunity to talk with you about your children. We look forward to seeing you on Thursday, November 10th.

Thank you,

Mrs. Sharon Needham, Principal

PARENT/TEACHER PREFERRED CONFERENCE TIMES

Please return this form to your oldest child's homeroom teacher by Wednesday, November 2nd

Family Name: _____
Please print first and last)

Thursday, November 10, 2011

Write 1 (first choice) and 2 (second choice)

10:00 am – 12:00 pm

12:00 pm – 2:00 pm

2:00 pm – 4:00 pm

4:00 pm – 6:45 pm

Student Name	Grade
1.	
2.	
3.	
4.	

For Teacher Use Only
