

Dear Parents,

In this mailing you will find the schedule for the spring Parent Teacher Conferences along with the sign up instructions. The spring conferences are an important time to communicate in person with your child's teacher about his/her progress and to plan any adjustments that are necessary and I encourage you to take advantage of this important opportunity.

Spring Parent Teacher Conferences this year are scheduled for **Monday, March 8th and Tuesday, March 9th from 5:30-9:30pm for Full Time Teachers. Early Childhood, Resource Room, Part Time and Specialty Teachers will be available from 6:30-9:30 on both days.** Reminder: There will be an early dismissal at 1:30 pm on Tuesday March 9th.

Note: There will be a *minyan* for *ma'ariv* at 8:00pm on both nights. Please plan accordingly.

Conferences for all grades (PN through 8th) will take place at the main building, 7120 N. Laramie, Skokie. As always, if you are having difficulty scheduling an appointment due to time constraints, you may request a call back from that teacher through the Virtual Paragon System.

In the Middle School we will be continuing with the 5 minute conferences in the auditorium which allow every parent to meet with every teacher. In a case where parents and/or teachers feel that there is a special need for an extended conference, a double conference of 10 minutes can be scheduled into the system.

The system will be open from Wednesday, February 10 at 7:00am until Wednesday, March 3 at 11:00pm.

To make your reservations on the Virtual Paragon System, go to the school website (www.hilleltorah.org) and click on the link to "Parent Teacher Conference Reservation." See the attached sheet for our school's master password and for instructions on how to login to make your conference reservation.

Looking forward to productive and meaningful conferences,

Rabbi Menachem Linzer