

Dear RCMS Coyote Families,

We are looking forward to hosting in-person parent teacher conferences on Thursday, 10/21 from 4:00 - 7:00 pm. We believe it is important to offer parents the opportunity to connect with teachers and discuss the progress of their children, but we also want to conduct the event safely. As a result, conferences will look slightly different this year in both space and time. This year we are going to space out staff in the building and ask that parents understand that each conference is to last no more than five minutes. We understand this is a short period of time but we would like to reduce exposure of all participants in order to ensure that our school remains open for in-person instruction. If you feel this isn't adequate time to speak with the teacher about your child's progress, we invite you to communicate over the phone, email or through a virtual conference at a different time. We know your child's progress is important and we want to provide the attention you need.

Here are a few things to keep in mind as you attend Parent-Teacher Conferences this Thursday:

- All parents, regardless of what grade their student is in, are to use the main entrance to access the building.
- All teachers will make an effort to maintain a three foot distance between themselves and parents. Please do your best to observe this distance, whether seated or standing.
- Masks are optional for all participants. We feel it is appropriate to recognize each person's right to choose.
- The 5th Grade Teachers will be located in the cafeteria. Upon completion of your conferences with the 5th Grade Teachers, we ask that you exit the side door of the cafeteria.
- Teachers in 6th - 8th Grade will be located by their individual classrooms. Chairs will be provided outside of classrooms for those who are waiting. Please do your best to observe a three foot distance.
- We ask that you not come into the building if you have COVID, have been asked to quarantine or are showing COVID like symptoms.
- We ask that only parents attend conferences this year.

Thank you for your consideration of these guidelines. We are managing our school in difficult times and we appreciate your support. See you on Thursday.

Sincerely,

Dave Carlson  
Principal

Danielle Breedlove  
Assistant Principal