

October 4, 2019

Dear Parent(s) & Guardian(s):

Highland High School faculty and staff invites you to attend our annual Parent-Teacher Conferences. The schedule will include time for private conferences with teachers and an "open house" format. The open house will consist of teachers being in their classrooms during the designated time. You may drop by and talk with any teacher during this time. The private conference times will be by appointment and may be scheduled by contacting Administrative Assistant, Cheryl Holtzclaw at the HHS office at 618-654-7131 ext 4102 from October 7 to October 23. We look forward to seeing you.

P/T Conference Dates	<u>Time</u>	Format
Thursday, October 24	11:30 am – 5:00 pm 6:00 pm - 8:30 pm	Appointments Only Appointments Only
Friday, October 25	8:00 am – 11:30 am 12:30 pm – 3:00 pm	Open House Open House

Educationally yours,

Dr. Chris Becker Principal