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by E E

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PARENT-TEACHER CONFERENCE

Date: September 21st, 2020

Dear Parents:

We take this golden opportunity as the management of Beverly Hills High School to invite you wholeheartedly to our annual parents' conference with the respective teachers to your child. This is mainly to familiarize yourself with how the child is progressing academically.

The time and date below has been reserved for you.

Conference Reservation				
Anna Sigmund	Friday	November 4 th , 2020	10:00	X
Student Name	Day	Date	Time	am pm
Peter Marcus	G-207		(414) 467-543	x 2290
Teachers Name	Room		Phone	

In case the time allocated is inconvenient, kindly contact the school office to arrange for the appropriate time. Also, it is recommendable that you inform us if you will not be able to attend the conference.

Students will be accompanied by reports while coming home on November 1st, 2020.
Furthermore, if need for interpreters please let us know.

Please detach here and return the bottom section to the school

____ Yes, I will be able to attend the conference at the allocated time

____ No, I will not be able to attend the conference at the allocated time

Please schedule another conference at _____ (date and time)

Learner's Name

Tutor's Name

Please check one:

☐ Avail an interpreter available.

Language:

☐ I have someone who can translate as well as interpret.

☐ No need for translation/interpretation help.

Parent/Guardian Name

Phone

Date

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