

**St. Anthony School  
55 Oak Street  
Winsted, CT 06098  
(860)379-7521**

October 30, 2008

Dear Parent(s):

Report cards are not distributed to children in PreKindergarten at this time; however, parent conferences are scheduled during the first marking period to keep parents informed of student progress.

I am scheduling parent conferences for Wednesday, November 19th and Thursday, November 20, 2008. Listed below are times that I will be available for these conferences. Please indicate the time of your choice so that the scheduling can be completed. You will then receive notification of your exact appointment time.

Conference time is limited to not more than 10 minutes per child (parent) so that everyone has a chance to meet with me that day. Your cooperation will be greatly appreciated – by me and by the other parents next in line. While I love being with your children during the day, conference time is a time for teacher and parent.

It will be a pleasure to meet with each of you.

Sincerely,

Kelley Santalla  
Pre-Kindergarten 3 & 4 Teacher

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Please detach and return to school by 11/3/08

Child's Name: \_\_\_\_\_

The most convenient time for me (us) to attend Parent Conferences with Mrs. Santalla is:

**Wednesday, November 19<sup>th</sup>**

**1:20 – 2:20** \_\_\_\_\_  
**2:30 – 3:30** \_\_\_\_\_  
**5:00 – 6:00** \_\_\_\_\_  
**6:00 – 7:00** \_\_\_\_\_  
**7:00 – 8:00** \_\_\_\_\_

**Thursday, November 20<sup>th</sup>**

**1:20 – 2:20** \_\_\_\_\_  
**2:20 – 3:30** \_\_\_\_\_