

MANOR OAKS SCHOOL

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DR. JENNIFER MORRISON
Superintendent of Schools



JANE RUTHKOWSKI
Principal
Diana Weaver
Assistant Principal

October 21, 2019

Dear Parents and Guardians,

As the time for parent - teacher conferences approaches, I want to remind you that Parent- Teacher Conferences will be taking place on this Thursday, October 24.

Students will be dismissed at 11:30 a.m. All students must be picked up. There will be no after care provided by the YMCA. Lunch will not be served.

As we have in the past, teachers have already sent home a conference appointment form to help determine a convenient time for your visit. Please make sure it has been returned to the teacher. It is also important to remember to be prompt for your appointment. If you are unable to keep your appointment which has been scheduled for you, please notify the teacher early enough so that another parent might be scheduled in your time slot.

The parent teacher conference is a very important part of ensuring positive home-school communication. Please make every effort to attend. We look forward to sharing your child's progress with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jane Ruthkowski', written in a cursive style.

Jane Ruthkowski, Principal

