



# Livingston Parish Public Schools

*Excellence in Education!*

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**Rick Wentzel**  
Superintendent

**Joe Murphy**  
Assistant Superintendent

**Steve Parrill**  
Assistant Superintendent

Dear Parents,

Our **Parent/Teacher Conference Day** for Livingston Parish Public Schools will be held on Thursday, October 19, 2017. We know that children with supportive parents make better progress in school, and we want to encourage every parent to attend. Your child's education is very important to us, and we will work with you to schedule the conference at a convenient time on October 19th.

During this conference, your child's teacher will discuss your child's report card and progress using school data such as STAR Reading and Math Reports and Benchmark Testing. Additionally, your child's teacher will discuss any other academic or behavioral concerns.

Due to the large number of conferences scheduled, each one will be limited to 15 minutes. If additional time is needed, however, follow-up appointments may be scheduled at a later date. Please see attached list, and choose the appropriate time that will work best with your schedule. We will send a reminder notice to let you know what time you have been assigned.

Please note: Students will not be in attendance on Parent/Teacher Conference Day. We ask that you be prompt to the conference and stay within the allotted time.

We are looking forward to seeing you on **Thursday, October 19th**.

Thank you for your support!

  
Principal

## Parent/Teacher Conference Day

Student: \_\_\_\_\_ Grade: \_\_\_\_\_ Homeroom Teacher \_\_\_\_\_

Parents, please check two (2) times that will best work with your schedule and return this form to your child's teacher:

### Thursday, October 19, 2017

_____	7:45 – 8:00 A.M.	_____	12:00 - 12:15 P.M.
_____	8:00 - 8:15 A.M.	_____	12:15 - 12:30 P.M.
_____	8:15 - 8:30 A.M.	_____	12:30 - 12:45 P.M.
_____	8:30 - 8:45 A.M.	_____	12:45 - 1:00 P.M.
_____	8:45 - 9:00 A.M.	_____	1:00 - 1:15 P.M.
_____	9:00 - 9:15 A.M.	_____	1:15 - 1:30 P.M.
_____	9:15 - 9:30 A.M.	_____	1:30 - 1:45 P.M.
_____	9:30 - 9:45 A.M.	_____	1:45 - 2:00 P.M.
_____	9:45 - 10:00 A.M.	_____	2:00 - 2:15 P.M.
_____	10:00 - 10:15 A.M.	_____	2:15 - 2:30 P.M.
_____	10:15 - 10:30 A.M.	_____	2:30 - 2:45 P.M.
_____	10:30 - 10:45 A.M.	_____	2:45 - 3:00 P.M.
_____	10:45 - 11:00 A.M.	_____	3:00 - 3:15 P.M.

If you are unable to attend a conference time on October 19th, please select two times from the list below:

### Friday, October 20, 2017

_____	7:55-8:10 A.M.
_____	8:10-8:25 A.M.
_____	3:30 – 3:45 P.M.
_____	3:45 – 4:00 P.M.

### Monday, October 23, 2017

_____	7:55-8:10 A.M.
_____	8:10-8:25 A.M.
_____	3:30 – 3:45 P.M.
_____	3:45 – 4:00 P.M.

Please list the names of children attending this school so that teachers can try to coordinate times.

Student's Name	Teacher	Grade

Parent's Signature: \_\_\_\_\_