

**Hello Parents & Guardians**

**North Middle School Parent/Teacher Conferences will be held on the following days:**

**November 1<sup>st</sup> 3:30-7 pm**

**November 2<sup>nd</sup> 4:30-8 pm**

**November 3<sup>rd</sup> 12:00-4:00 pm**

**To sign up for Parent/Teacher Conferences – click on the sign up button below, which will direct you to the website listing all teachers available for conferences. When you click on the teacher’s name, a new browser tab will open and you can sign up for a time slot you prefer for that teacher and click the Submit and Sign Up button. Please sign up using your child’s first and last name. When you are done with one teacher, you will need to click the other tab at the top (called: Sign-Up Results) to see a list of all teachers again. Please repeat the process for all teachers you would like to see.**

**All conference slots will be filled on a first-come first-serve basis. Only sign up for one 10 minute time slot per teacher. Please make sure you write down the teachers name and scheduled times and bring the list with you to conferences. We will not have access to make a copy.**

**You do not have to create an account – but if you choose to create an account this will manage the conferences you signed up for and you will receive a reminder email.**

**Thank you for your cooperation.**