



## Carlstadt Public School

550 Washington Street ◊ Carlstadt, NJ 07072

Phone: 201-672-3000 ◊ [www.carlstadt.org](http://www.carlstadt.org)

*Office of the Principal, Mr. Kenneth Foy*

November 11, 2019

Dear Parents and/or Guardians,

Please be aware of the format for middle school parent-teacher conferences as it is different than the elementary school conferences. In order to respect the schedules of our parents and the multi-faceted and multi-grade level schedules of our staff, we are working to provide a more student-centered approach.

Should your child's teachers feel that a conference is warranted, they will reach out to you by November 15th with scheduling options that include the afternoon or evening of November 26th. If you do not hear from a staff member by November 15th, it is an indication that your child is performing well academically, behaviorally and socially.

Parents who do not need to come in for a conference but still wish to meet with their child's teacher, may reach out to the teacher directly with a request to schedule a conference on this same date of November 26th. Please include in the email if you would prefer an afternoon or evening, phone or in-person conference.

Sincerely,

A handwritten signature in black ink, appearing to read "Kenneth R. Foy".

Mr. Kenneth R. Foy, Principal