



2215 Court Street, Port Huron, MI 48060 * (810) 984-2611 * FAX (810) 984-6559 * www.phasd.us

October 5, 2019

Dear Parent/Guardian:

We want to take this opportunity to invite you to participate in our Parent-Teacher conferences. Student dismissal is 11:00 AM **October 16-18**. Conference times are:

- Wednesday, October 16 5:00–8:00 PM
- Thursday, October 17 11:45 AM-2:45 PM **AND** 5:00-8:00 PM
- Friday, October 18 NO Conferences *Student Dismissal 11:00 AM*

Teachers will be using their classrooms during both afternoon and evening sessions.

PHHS will be asking parents to use Skyward to schedule conference appointments with teachers. A paper copy can be picked up in the main office by your student if you do not have access to the internet.

Skyward On-line – Scheduling on-line takes place through Skyward Family Access. Click open Family Access and choose your high school student and locate the **Teacher Conferences** button. You must use your login, not your students. Once you click **All Conferences**, a list of your student's classes will appear. Click the link **Select a Time** to choose a time slot in which you wish to meet with the teacher. Choose the time you want and click **Select**. Once you **Save** your conference time, a confirmation email will be sent to you at the email address you have provided to the school district. If you have correctly scheduled a meeting time, the conference status for this class shows **As Scheduled**. Parents will be able to log on to Skyward on October 7th 7:30 AM to schedule conference appointments.

Your involvement has the greatest impact on your child's success; please make every attempt to attend conferences. If you have any questions, feel free to call me. You may also contact any of the teachers through email or voice mail.

Sincerely,

Michael C. Palmer, Principal

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Home of the "BIG REDS"

**PARENT/TEACHER CONFERENCES
APPOINTMENT SHEET 2019**

Student Name _____

Grade _____

WEDNESDAY EVENING CONFERENCE, OCTOBER 16: 5:00 – 8:00 PM

Yes/No	Teacher's Signature	Appointment Time	Room Number
1 st			
2 nd			
3 rd			
4 th			
5 th			
6 th			
Counselor Appt.			

THURSDAY AFTERNOON CONFERENCE, OCTOBER 17: 11:45 AM – 2:45 PM

Yes/No	Teacher's Signature	Appointment Time	Room Number
1 st			
2 nd			
3 rd			
4 th			
5 th			
6 th			
Counselor Appt.			

THURSDAY EVENING CONFERENCE, OCTOBER 17: 5:00 – 8:00 PM

Yes/No	Teacher's Signature	Appointment Time	Room Number
1 st			
2 nd			
3 rd			
4 th			
5 th			
6 th			
Counselor Appt.			

