

Oct. 20, 2009

Dear Parents,

It is now time to schedule Parent-Teacher Conferences. I am needing to take my mother for her Neuro-Oncology appointment in Kansas City at the KU Med. Center on Thursday, Oct. 29<sup>th</sup>. I was hoping to complete all Parent-Teacher Conferences before leaving; after school on Wed., Oct. 28<sup>th</sup>.

Here are the following days and times available:

**Friday, Oct. 23, 2009**

5:00 p.m. \_\_\_\_\_

5:30 p.m. \_\_\_\_\_

6:00 p.m. \_\_\_\_\_

**Saturday, Oct. 24, 2009**

Any time after 9:00 a.m.

Please specify a time convenient for you \_\_\_\_\_

**Monday, Oct. 26, 2009**

4:30 p.m. \_\_\_\_\_

5:00 p.m. \_\_\_\_\_

5:30 p.m. \_\_\_\_\_

6:00 p.m. \_\_\_\_\_

6:30 p.m. \_\_\_\_\_

7:00 p.m. \_\_\_\_\_

7:30 p.m. \_\_\_\_\_

8:00 p.m. \_\_\_\_\_

**Tuesday, Oct. 27, 2009**

4:30 p.m. \_\_\_\_\_

5:00 p.m. \_\_\_\_\_

5:30 p.m. \_\_\_\_\_

6:00 p.m. \_\_\_\_\_

6:30 p.m. \_\_\_\_\_

7:00 p.m. \_\_\_\_\_

7:30 p.m. \_\_\_\_\_

8:00 p.m. \_\_\_\_\_

I appreciate your assistance and I hope these times will be convenient for you.

Sincerely,

Mrs. Sanchez

Sacred Heart Cathedral School Kindergarten Teacher