

GRADE 7-8 REPORT CARD PICK-UP

Wednesday, November 9 from 11:00-6:00

ONLINE SCHEDULING IS OPEN NOW THROUGH TUESDAY NOVEMBER 8 AT 12:00 P.M.
PLEASE READ THE INSTRUCTIONS BELOW CAREFULLY.

Your child was sent home with the personalized copy of this letter.

Dear parents of _____,

CPS Report Card Pick-Up is scheduled for Wednesday, November 9. Because the upper grades are departmentalized, we use a separate online sign-up for all 7th and 8th grade conferences. We hope this will make conferences run smoothly and provide time for all parents who wish to speak with a member of the upper grade team.

Your Report Card Pick-Up will fall into one of three categories:

1. Teacher requested meetings

If a teacher needs to meet with you, it will say **meeting requested** beside his or her name below. You will visit burley78.youcanbook.me to select a time to meet with that teacher.

| | | | |
|----------------|---------------------------|---------------|---------------------------|
| Mr. Lu | <i>See child's letter</i> | Mr. Medintz | <i>See child's letter</i> |
| Ms. Tremont | <i>See child's letter</i> | Mr. McCormick | <i>See child's letter</i> |
| Ms. Wiedegreen | <i>See child's letter</i> | Mr. Perry | <i>See child's letter</i> |

2. Parent requested meetings

If no teacher has requested a meeting, you are **not** required to schedule a time with any teacher. However, you are welcome to use the online sign-up at burley78.youcanbook.me to schedule an appointment with teacher(s) you wish to speak with regarding your child's progress.

3. No meetings – Report Card Pick-Up Only

If you are not scheduling any teacher meetings, you do **not** need to use the online sign-up, but you **do** still need to come to Burley for report card pick-up. Parent attendance at Report Card Pick-Up is important for our school. You may come to Burley to pick up your child's report card any time between 11:00-6:00 on Wednesday 11/18.