



# ALLEGHANY

county public schools

P.O. Drawer 140, 100 Central Circle  
Low Moor, VA 24457  
Office (540) 863-1800

Dear \_\_\_\_\_ :

In an effort to keep you informed about your child's progress, the school has set aside \_\_\_\_\_ as a conference day. Please number below your first, second, and third choice times for having a 15 minute talk with your child's teacher. Sign this form and return it to school as soon as possible. Every effort will be made to schedule your conference during one of the times you have chosen.

Sincerely,

\_\_\_\_\_  
Teacher

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I prefer to come at one of these times (1,2,3) :

12:00 \_\_\_\_\_

2:00 \_\_\_\_\_

4:00 \_\_\_\_\_

12:15 \_\_\_\_\_

2:15 \_\_\_\_\_

4:15 \_\_\_\_\_

12:30 \_\_\_\_\_

2:30 \_\_\_\_\_

4:30 \_\_\_\_\_

12:45 \_\_\_\_\_

2:45 \_\_\_\_\_

4:45 \_\_\_\_\_

1:00 \_\_\_\_\_

3:00 \_\_\_\_\_

5:00 \_\_\_\_\_

1:15 \_\_\_\_\_

3:15 \_\_\_\_\_

5:15 \_\_\_\_\_

1:30 \_\_\_\_\_

3:30 \_\_\_\_\_

5:30 \_\_\_\_\_

1:45 \_\_\_\_\_

3:45 \_\_\_\_\_

5:45 \_\_\_\_\_

The Alleghany County School Board does not discriminate on the basis of race, color, national origin, sex, political affiliation, ethnicity, religion, disability, marital status or age in its programs and activities. The following person has been designated as the contact regarding compliance issues associated with this non-discrimination policy: Jan B. Hobbs, Director of Human Resources and Pupil Personnel at Alleghany County School Board Office, P. O. Drawer 140, 100 Central Circle Low Moor, VA 24457, (540) 863-1800.