

June 29, 2009

**To: Lincoln Middle School Parents**

**Re: School Opening September 9 and 10, 2009**

Lincoln Middle School is once again offering parents and students an opportunity to meet with teacher advisors on September 9<sup>th</sup> and 10<sup>th</sup> before fall classes begin. The purpose of these meetings is to promote open and ongoing communication between home and school. At the interviews, parents can share important information about their child, discuss the use of the agenda book, and review their child's educational goals for the school year.

- Regular classes will begin on **September 11<sup>th</sup> for all students at 8:30 a.m.**

**Interview Schedule and Procedures for September 9 and September 10, 2009**

To accommodate parents in our community, we will be conducting (parent, student, and teacher advisor) interviews. The interviews will be held as follows:

**Grade seven and eight** interviews with the teacher advisory group leader will be held on a **drop in** basis. Please allow about 10 to 15 min. per meeting. A grade 6 interview schedule will be posted on our school website and on the front doors by the office Friday, September 4 at 2:00 PM to help you to determine the best time to drop in and meet with your teacher advisory group leader.

The interviews will take place on the following dates and times:

**September 9, 2009**

- 1:00 to 6:00 p.m.

**September 10, 2009**

- 8:00 a.m. to 1:00 p.m.

Students will be allowed to bring their supplies with them to the interview and may place them in their assigned lockers. Triad conferencing is also a time where student fees can be paid and receipts issued.

The staff and I are looking forward to this opportunity to meet with you.

Sincerely,

M. Wake  
Principal