



St. Monica Catholic School
 14 Broadway Avenue
 Toronto, Ontario M4P1T4
 (416) 393-5224



November 4, 2013

Dear Parents and Guardians:

Your child's **Elementary Progress Report Card** will be sent home on Tuesday November 12, 2013 (*grade 1 to grade 8*). Please take the opportunity to review your child's progress to date. This copy of the report card should be retained for your reference. The original report card will be placed in your child's Ontario Student Record (O.S.R.). Parent – teacher conferences will be held on Thursday November 14 from 5:30 pm to 8:30 pm and on Friday November 15 from 9:00 am to 11:00 am.

In order to set up an interview schedule for each family, please complete each of the three sections below. Every effort will be made to accommodate your request. An interview time will appear on your child's report card envelope. As well, parents of kindergarten children will be notified of a Kindergarten Conference to take place during the interview cycle.

Please complete the three sections below and return the bottom portion of this letter to your child's teacher **no later than Friday November 8, 2013**. Please remember that Friday November 15th, 2013 is a PD day for our students (no school).

Sincerely,

Mr. V. Tanzini
 Principal

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Parent Request for an Interview – Due Friday November 8, 2013
Parent – Teacher Interviews

Section 1: Name of children at St. Monica

Student's Name: _____	Teacher: _____
Student's Name: _____	Teacher: _____
Student's Name: _____	Teacher: _____
Student's Name: _____	Teacher: _____

Section 2: Preferred time block (please check ✓ appropriate box)

Thurs. Nov. 14 – 5:30-7:00 pm	<input type="checkbox"/>	Friday Nov. 15 – 9:00 – 10:00 am	<input type="checkbox"/>
Thurs. Nov. 14 – 7:00-8:30 pm	<input type="checkbox"/>	Friday Nov. 15 – 10:00 – 11:00 am	<input type="checkbox"/>

Section 3: Interpreters

- I require a Filipino interpreter for the interview.
- I require a Spanish interpreter for the interview.

 Parent Signature

 Date