



Guthrie School

PO Box 299, Lancaster Park, AB T0A 2H0

Phone: (780) 973-3111

Principal: V. Pollmann Vice-Principal: A. Traub



March 5, 2018

Guthrie Parents:

Re: **PARENT / TEACHER INTERVIEWS**

The dates for our March Parent/Teacher interviews are set for:

- **March 20, 2018 (Tuesday - 3:30pm to 6:30pm)****
- **March 21, 2018 (Wednesday - 3:30pm to 6:30pm)***

Due to the large volume of parent/teacher interviews, you are limited to your scheduled interview time of 15 minutes. If you require additional time, please make special arrangements with the teachers involved.

We will once again be doing the booking for Parent/Teacher interviews online through School Bookings.

Booking Online:

1. All conference times are booked through www.schoolinterviews.ca
2. Log in with our school access code – **e2day**
3. Enter parent's name, email address and student(s) name(s)
4. Choose the teacher(s)
5. Select your conference time(s)
6. You will receive a confirmation email

*** Please note: On March 20 the schoolbookings.net site will be closed at 12:00 pm and open again at 6:30 pm. The site will close again at 12:00 pm on March 21. Please be aware of these times when planning your interviews.**

****Grade 9 parents (excluding K & E) please schedule a time to meet with SCHS on Tuesday, March 20**

If you have any questions/concerns with the Parent Portal or booking parent/teacher interviews online, please contact the school.

Mr. Traub
Guthrie School - Vice Principal

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