September 14, 2020

Dear Parent/Guardian,

The main purpose of this letter is to invite you to the Parent/Teacher Conferences for Mayfield High School on Thursday, October 8th, from 3:00-9:30 p.m. All conferences will be scheduled and take place remotely using our conference system Meet the Teacher: <https://mayfielddistrict.meettheteacher.com>. Please see the attached pages for instructions on using the site.

Your log-in information is your child’s legal name and birthdate.

The website will open on Sunday, September 20, 2020 at noon, and will close on Sunday, October 4, 2020 at 11:55 p.m. We anticipate a large response and the conference slots will be scheduled on a first-come, first-served basis. If you need assistance with scheduling using this program, please contact Ms. Kraft at 440-995-6820.

**A shortened school-day schedule will be in place for October 8th and the students’ school day will end at 1:59 p.m.** This will allow for teachers to prepare for the scheduled conferences to begin promptly at 3:00 p.m.

Please note: **All Excel TECC programs will dismiss at their normal time and transportation will remain at 3:00 p.m.**

We look forward to meeting with you on October 8th.

Sincerely,



Jane Reilly Perry

Assistant Principal for Student Affairs, M-Z

Mayfield High School