



**Elk Grove High School**  
500 West Elk Grove Boulevard  
Elk Grove Village, Illinois 60007

847-718-4400 ■ [eghs.d214.org](http://eghs.d214.org)

**Dr. David R. Schuler**  
Superintendent

**Paul Kelly**  
Principal

December 21, 2018

Dear Parent(s)/Guardian(s),

Parent Teacher Conferences are scheduled **in the evening of Thursday, January 31, 2019 5:30pm – 8:30pm and the morning of Friday, February 1, 2019 8:30am – 11:30am**. This is a great opportunity to meet with your child's teachers for ten-minute conferences.

As in years past, you will be making your appointments online. The online appointment portal will open at **12:01 a.m. on Monday, January 14, 2019 through 11:59 p.m. on Sunday, January 27, 2019**. You may access the online scheduling system at any time of the day or night within this registration window.

We suggest that you identify 2-4 classes that you consider priority conferences and schedule those, though you may make appointments with as many or as few teachers as you wish. Keep in mind that in some instances, ten-minute conferences are not adequate. If you find yourself in that situation, or if the teacher's schedule is full, you may make an appointment with the teacher for a follow-up conference. You may also email or contact a staff member at any time.

The instructions for online scheduling are included. You will need the following information to schedule your child's individual conferences:

**Student's ID#**  
**Date of birth:**  
**Primary phone number:**

If you have any questions related to Parent Teacher Conferences, please feel free to reach out directly to 847-718-4413. For Spanish related questions please call Alma Ramirez 847-718-4778.

Best Regards,

Megan Knight  
Associate Principal for Instruction



*Discover your future.*