

Edmund W. Miles Middle School
501 Route 110, Amityville, NY 11701

Mr. Edward Plaia
Principal
631-565-6200

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Assistant Principal

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Academic Dean of Students
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November, 2016

Dear Parents/Guardians:

Students are more successful when parents/guardians and schools work together. **Parent-Teacher conferences** are a great opportunity for parents to meet with teachers, and discuss their children. Please consider this letter as an invitation for your attendance. We would love to have you!

Parent-Teacher Conferences will be held on **December 1st, 2016. There will be two sessions for your convenience. Students will be dismissed at 10:30, and our conferences will be from 12:00 – 2:20, and then again from 6:30-8:30 at night.**

Attached is a list of our faculty members and their respective classrooms. Please have your child underline the name of each of his/her teachers, and the rooms they are in.

Please note that faculty members who are part-time in our school will be available by appointment only. Please leave your name and telephone number with the Guidance Office and they will gladly set up an appointment to see you either in person or by telephone.

For the sake of other parents who will be waiting, please limit your conference to approximately five minutes. Teachers will make arrangements to see you at another time to discuss any specialized problems/concerns. Guidance Counselors will be available in the Guidance Office (Room 104).

Also, room 103 will be open from 6:30-8:30 pm, for you to sign up for the PARENT PORTAL. The portal is a great tool for parents to stay on top of their child's progress on a daily basis. We do hope you take advantage of this opportunity, and you sign up for it.

We are looking forward to your visit. If for any reason you are unable to speak to a particular teacher, please telephone the school and we will arrange to have the teacher contact you.

Sincerely,

Edward Plaia
Principal

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