



# Palos Verdes Intermediate

January 7, 2019

Dear PVIS Parents:

I wish to inform you of two minimum days that have been established at the intermediate level to allow for additional opportunities for parents to meet with their child's teachers. **On Wednesday, January 16 and Thursday, January 17, students will be dismissed from PVIS at 12:15 p.m.** Teachers will be available by pre-arranged appointments to meet with parents from 1:10 – 3:00p.m. on each of these days.

Communication between home and school is key to student success. It is critical for parents to be informed of their child's progress. As you may be aware, there are a couple of means by which you may choose to communicate with our teachers. For your convenience, you will find each teacher's voice mail and e-mail address on our school website, <https://pvis.pvpusd.net/apps/staff/>. Please feel free to utilize this information in making contact with the teachers. Often times a question or concern can be answered by telephone or e-mail.

Our teachers have begun to initiate conference appointments with parents they feel they need to meet with. If you would like to meet with a teacher during the afternoon of January 16th or 17th, please contact the teacher to make an appointment for a specific date and time. Because most teachers have over one hundred sixty students for whom they are responsible, it is not reasonable to speculate that they may be available without a pre-arranged appointment.

<b>Wednesday, January 16th Bell Schedule: Periods 1-3 only</b>	Period 1	8:15-9:30
	Period 2	9:35-10:45
	Snack	10:45-10:55
	Period 3	11:00-12:15

<b>Thursday, January 17th Bell Schedule: Periods 4-6 only</b>	Period 4	8:15-9:30
	Period 5	9:35-10:45
	Snack	10:45-10:55
	Period 6	11:00-12:15

In closing, and on behalf of our entire staff, I wish to extend best wishes to each and every PVIS family for a very happy New Year.

Sincerely,

Dr. Trista Ramirez  
Principal  
Palos Verdes Intermediate School