



Lincoln Jr. High School
208 Broadway Street ♦ Lincoln, IL 62656
www.lincolnjhs.com

10-1-19

Dear Parents,

LJHS will be having Parent-Teacher Conferences on Thursday, October 24th from 3:30 p.m. – 7:00 p.m. and Friday, October 25th from 8:00 a.m. – 12:00 p.m. We will be offering group conferences with the 6th, 7th, and 8th grade teachers so parents can talk to everyone at one time. **Please be aware that the format for 6th grade teachers has changed this year which means fewer time slots are available for conferences. Additionally, these parent-teacher conferences are the only ones scheduled this school year. There will be no spring parent-teacher conferences.**

If you feel your student is doing fine, or you do not wish to have a conference, you do not have to attend. We encourage you to conference with the teachers if your student is struggling in any class or has recently dropped their level of achievement.

If you would like to schedule a conference, please call the school at 732-3535 during the hours of 9:00 a.m. to 3:45 p.m. and ask for Rhonda Dawson or Polly Reichle. You may also write down your preferred time, and send it to the school office. Please schedule early so you can get the time you prefer.

If for some reason you cannot attend conferences but would like to meet with the teachers, please contact the office and schedule an appointment for another time. We can accommodate conferences most days between 3:00 and 3:30 p.m.

Sincerely,

Michael Workman
LJHS Principal

Michael Workman, Principal

Phone: 217-732-3535 ♦ Fax: 217-732-2685