



ELK GROVE HIGH SCHOOL
500 West Elk Grove Boulevard
Elk Grove Village, IL 60007
847-718-4400
www.d214.org/eghs

Dr. Scott Rowe
Superintendent

Dr. Paul Kelly
Principal

October 2023

Dear Parent(s)/Guardian(s),

Parent-Teacher Conferences are scheduled for **Thursday, October 26, 2023, from 4 p.m. to 9 p.m.** This is a great opportunity to meet with your child's teachers for ten-minute conferences. The district has introduced an intuitive and easy-to-use online parent-teacher scheduler. This means parents and teachers will be able to meet remotely via a web browser on their laptop, tablet, or smartphone. The scheduler allows you to choose your video appointment times with teachers and receive an email confirming your appointments.

The online appointment system will open from **12:01 a.m. on Saturday, October 14, 2023, through 11:59 p.m. on Monday, October 23, 2023.** You may access the online scheduling system at any time of the day or night within this registration window.

Please visit our website <http://eghs.d214.org>, scroll down to "*Grenadier Announcements*" then click on "*Parent-Teacher Conferences*". You can also go straight to the website <https://eghs.meettheteacher.com/> to book your appointments. A short guide on how to add appointments is included with this letter. You will need the following information to schedule your child's individual conferences:

Parent Full Name
Parent Email Address
Student Full Name
Student Date of Birth

We suggest that you identify 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, you may make an appointment with the teacher for a follow-up conference. You may also email or contact a staff member anytime throughout the school year.

It would be very helpful if you could have your adult English-speaking translator if you need one. If you have any questions about Parent-Teacher Conferences, please feel free to contact Ms. Cruz at 847-718-4411. For Spanish-related questions please contact Mrs. Sanchez at 847-718-4619.

Best Regards,

Paul Kelly
Principal