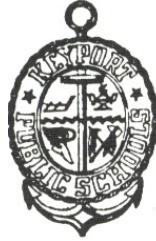


KEYPORT CENTRAL SCHOOL

335 BROAD STREET
KEYPORT, NJ 07735-1695
(732)212-6100

Mr. Erik Mammano
Principal



Mr. Elijah Pereira
Vice Principal

March 17, 2016

Dear Parents of 4th through 8th Grade Students:

Parent-Teacher conferences will be held on April 5th and April 6th from 1:10pm - 3:00pm. These will be half days for the students. Dismissal time for all students will be 12:30pm. Please be prompt in picking up your children. We will also be holding evening conferences from 6:00pm-8:00pm on April 5th. Conferences will be scheduled through the Parent Portal.

To schedule your own conferences through the *Parent Portal*. Please follow the process below:

1. Login to Parent Portal
2. Click the ***Conferences*** tab.
3. Click ***Schedule Conferences***
4. Click ***Reserve*** under the teacher and available time slot.

If you do not have access to a computer, or if you need help with the Parent Portal, please contact the school. We can make a computer available or we can assist in the scheduling process. We will do our best to accommodate all requests. Please contact the school with any questions.

Sincerely,

Erik Mammano
Principal