



FAIRFAX COUNTY  
PUBLIC SCHOOLS

Poe Middle School  
7000 Cindy Lane  
Annandale, VA 22003  
703-813-3800

TO: Parent(s)/Guardian(s) of Poe students

RE: Touching Bases Conferences on Friday, February 12, 2010.

Poe Middle School will host their third round of **Touching Bases Conferences** on Friday, February 12, 2010, from 8:00 until 10:45 A.M. This program provides you with an opportunity to briefly 'touch base' with your son/daughter's teachers to see how they are doing. Each conference is limited to five minutes, however if you find that additional time is needed, teachers will have a form that you can fill out to request a formal conference.

**Students will have a three hour late opening, classes will begin at 11:00 A.M. Normal dismissal will occur at 2:50 PM.**

We look forward to seeing you. Education is a partnership and we welcome your involvement.

Sincerely,

Sonya Swansbrough  
Principal