

**ACKNOWLEDGEMENT
OF
PARENT-TEACHER CONFERENCE**

Name of Facility: _____

By signing below I acknowledge that a parent-teacher conference was held with me on the date indicated and it was conducted at a time when the teacher/caregiver was not responsible for children.

Parent Signature: _____ Date: _____

Name of child: _____ Age of Child: _____

Director Signature: _____ Date: _____

**To be placed in child's file*