

7th/8th Grade Parent-Teacher Communication Plan-- Mr. Wintrone

Weekly Communication

- ***Email/Phone Calls as needed**
- Eagle Express
- Friday Newsletters
- Red Folders/Progress Reports
- TeacherEase

Meetings

- Home Visits
- Parent-Teacher Conferences
- **Other Meetings as needed**

Contact Information:

- School Phone: 847-362-4424 ext. 2006
 - Please call the office first during school hours: 8:30-3:30
- Cell Phone: 608-769-9276
 - I can either call or text.
 - During school hours, please call the school and not my cell phone. I will not be monitoring it closely.
 - After school hours, this is the best way to reach me.
- Email: justin.wintrone@stjohnslib.com
 - I may have chances to check my email during the school day, but cannot guarantee it. Please call the classroom if you need to reach me.
 - I will check my email after school and can respond to you at that time.

Hours of Availability:

On school days, I can be reached by phone or email until **8:00 PM**.

On weekends, I am available by appointment, but may not be monitoring my emails closely.

If there is an emergency or something I absolutely need to know, please don't hesitate to contact me at any time.