



DEPARTMENT OF THE ARMY
HEADQUARTERS, III CORPS AND FORT HOOD
1001 761ST TANK BATTALION AVENUE
FORT HOOD, TEXAS 76544-5000

REPLY TO
ATTENTION OF

**COMMAND POLICY
DFMWR-03**

IMWE-HOD-MWC

30 JAN 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Parent-Teacher Conference Policy

1. REFERENCE. Verbal Order of the Commanding General, III Corps and Fort Hood, LTG Donald M. Campbell, Jr.

2. APPLICABILITY. This policy applies to all III Corps and Fort Hood Major Subordinate Commands and tenant organizations attached to Fort Hood.

3. POLICY.

a. Commander's Intent. My intent is to ensure that commanders and supervisors provide every Soldier and Department of the Army (DA) civilian that has parental responsibility the opportunity to attend his or her child's scheduled biannual parent-teacher conference/meet-the-teacher night.

b. General. The responsibility of a commander or supervisor extends beyond the Soldier and DA civilian employee. It extends to the children of those Soldiers and employees, the children who will be tomorrow's leaders, tomorrow's professionals, and tomorrow's future. Parental involvement in a child's education instills a spirit of responsibility to ensure that our Soldiers and DA civilian employees have the opportunity to help their children achieve excellence; therefore, commanders and supervisors will provide the opportunity for their Soldiers and DA civilian employees to participate in their biannual parent-teacher conference/meet-the-teacher night when scheduled during duty hours. The biannual parent-teacher conference/meet-the-teacher night will be considered the Soldier's place of duty, if scheduled during duty hours and when the Soldier is not deployed.

c. Notification.


(1) Soldiers. Soldiers will notify commanders of the exact date and time of their child's conference. Commanders will assign the Soldiers to their child's school for the appointed conference time.

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(2) DA Civilian Employees. DA civilian employees will notify supervisors of the exact date and time of their child's conference. Supervisors will grant DA civilians administrative leave to attend the appointed conference.

4. EXPIRATION. This Command Policy Memorandum will remain in effect until superseded or rescinded.



DONALD M. CAMPBELL, JR.
Lieutenant General, USA
Commanding

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IAW FH Form 1853: A