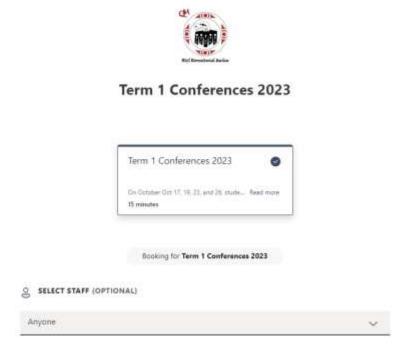
Student Goal-Setting Conferences: Oct 17, 19, 23, and 26 (2:00 dismissal on these days)

On October Oct 17, 19, 23, and 26, students will be dismissed at 2:00 p.m., to accommodate for parents/guardians and their children to meet with teachers for "Goal-Setting Conferences". We invite parents/guardians to select a time from the available appointments, on one of the four days.

There are some "quirks" to be aware of when using this booking system. See descriptions below and associated screenshots.

The conference form will show "select staff" with "optional" in brackets.
 PLEASE ignore the "optional" and select teacher BY NAME (in the drop-down bar under "anyone") in order to book your conference appointment with the correct teacher.

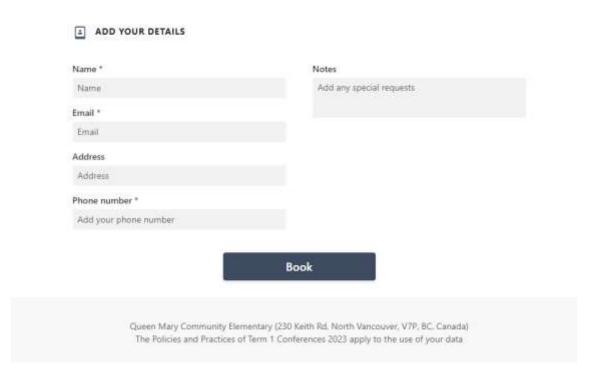


2. Please do NOT select the "anyone" option - please select child's teacher **by name** from the drop down menu. If your child has more than one teacher (i.e., job share teaching team) please request only ONE appointment with ONE of their teachers. Choose one of the four conference dates by clicking on the date on the calendar, then select from the available times.



3. Final details: You do NOT need to include your home address. Just put in your name, email and phone number.

**Please do not forget to click on the "BOOK" button at the bottom of the page to finalize your booking. If you need to cancel or change your booking you can use the link to access the booking site again to make your changes.



If you experience difficulties with the online booking system, please contact your child's teacher. THANK YOU!

Jen Wilson