

Parent teacher conferences will be held on November 23rd-25th, and parents will be able to sign up for conferences using the online Synergy Conference Management beginning **Wednesday, November 11th at 8:30am**. This new system is very similar to PickATime. **The system will close on Friday, November 20th at 4:00PM. If you need to schedule or change a conference after Nov. 20th, you will need to call the office at 410-313-2806.** **Directions for scheduling conferences are at the end of this Enews.**

Conferences will be held at NES beginning at 12:45 PM and will continue through the evening on November 23rd and 24th. **Families may only sign up for one conference per student (see more information below), and may not schedule back-to-back conferences for siblings.** This restriction is due to our time slots being very limited, and the chance of late arrivals causing backups for other parents. Please leave 15 minutes between conferences for your children. If you have recently met with a teacher for a conference, do not feel that you have to meet again during the conference window.

We recognize that many parents may want to conference with their child's math and language arts teachers, but in order to ensure that all parents have the opportunity to meet with their child's language arts teacher and to value the limited time that teachers have available, we appreciate your understanding in only scheduling one conference.

For students in grades K, 1, 2, 3, and 5, Synergy will be open for you to schedule with your child's language arts teacher only. Math teachers will schedule conferences with parents in February and provide comments on all students' report cards.

If you need to schedule a conference with a related arts teacher, please email the related arts teacher. Email addresses can be found on our website by [clicking here](#).

For students in **grade 4,** due to departmentalization, scheduling will be slightly different. You will be able to use Synergy to schedule with your child's block 1 teacher only. Your child's block 2 teacher will schedule conferences with parents in February and provide comments on all students' report cards.

For students in G/T Math, parents may have an additional conference with the G/T teacher. Please look at the table below to see if you are to schedule a math conference or if your child will receive a math comment on the report card. Please note that if your child is receiving a math comment this quarter you will not conference with the teacher. However, if your child does not have a math comment then you may schedule a math conference with the teacher.

G/T Math Conference and Report Card Comment Schedule

Fall/November Schedule

	4 th Grade G/T Math	5 th Grade G/T Math
Guizzotti	Conference with Block 1 parents	Report Card Comments
Holmwood	Report Card Comments	Conference with parents

February Schedule

	4 th Grade G/T Math	5 th Grade G/T Math
Guizzotti	Report Card Comments	Conference with parents
Holmwood	Conference with Block 2 parents	Report Card Comments

Thank you for being a partner in your child's success!

Tiffany Tresler, Principal

1. Log into HCPSS Connect.
2. In the Navigation Panel, select Conference. The Conference Summary page will display showing any conference history.
3. Click the Parent Conferences link in the top right corner to schedule conferences.
4. Select a time option for each class listed. The conference will be saved automatically. Once you select a time option, all other time options for that class will become unavailable.
5. To select a different time option, clear the first checkbox and select a new option.

6. If you have more than one child, select the next child in the banner across the top. Remember to leave 15 minutes of transition time between conferences.

Change Conference Times

1. In the Navigation Panel, select Conference. The Conference Summary page will display showing any conference history.
2. Click the Parent Conferences link in the top right corner to schedule conferences.
3. To select a different time option, clear the first checkbox and select a new option.

View Conference Schedule

1. In the Navigation Panel, select View My Conference Schedule
2. Click the View My Conference Schedule link. A page displays listing the conference for your child.
3. Select another child and repeat if necessary.