



Hillview Elementary

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Student/Parent/Teacher Conferences

October 10, 2020

As we move forward in our district to communicating with parents on an ongoing basis, conferences will provide an opportunity to establish and build relationships while developing meaningful academic and social goals for student growth. Both fall and spring conferences will include the student, parent and teacher with a time allocation of 15 minutes for discussion and goal setting.

This year, because of COVID Safety Protocols, the District is instructing schools to have conferences online. Staff will use Microsoft Teams Video Conferencing with our families. Our fall conference is scheduled for October 29th and 30th. Students will be dismissed at 11:21 am on both days. We will continue to use an online booking program for these two days. Online booking will open for parents on Saturday, October 10. It will close on Friday, October 16, at 3:00 pm. The times available for booking on the two conference days are:

Thursday, Oct. 29: 12:30-3:30 and 4:15-6:00

Friday, Oct. 30: 12:30-2:30

Please note the following:

1. With the extended time allotment for conferences this year (15 min), the allocated times on the two days is not enough to accommodate all families. Therefore, if you are unable to make an appointment on the Thurs/Friday, please contact your child's teacher. He/she will be happy to arrange a mutually agreeable time to meet.
2. Please do not sign-up for a time if you have already completed your conference.

Teachers will be working with students in preparation for these conferences.

Please refer to the attached letter for instructions on how to book your online meeting time.

Your child's teacher will send an email with a link to join the online conference meeting before your scheduled conference time.

Thank you!