

Dear Viking Families,

Parent/Teacher Conferences are right around the corner, and we look forward to our families having an opportunity to connect with our faculty.

St. Laurence will once again use an easy to navigate online appointment booking system called Meet the Teacher (through TES SchoolCloud). This scheduler allows you to choose your own appointment times with teachers and then receive an email confirming your appointments. We will have in-person times available on Monday, November 24th from 12pm-8pm and video conferences available on Tuesday, November 25th from 8am-12pm. The scheduling portal will open tomorrow (Friday, October 31st) at 8am and close on Wednesday, November 19th. **All appointments must be booked by Wednesday, November 19th at 10am.**

Parents/guardians can access Meet the Teacher by clicking on this link starting at 8am on Friday, October 31st: <https://stlaurencehs.meettheteacher.com/>

By entering the information requested in the above link (please use the email address that you use to access PowerSchool), the parent/guardian will be linked to their student's schedule and have the ability to select 10 minute in-person conference slots on Monday and/or 10 minute video conference slots on Tuesday. More detailed directions can be found in the following PDFs. English:

https://drive.google.com/file/d/1HD-_JnNpDYEE73XtlfjYW1Vlkr7YfNSw/view?usp=share_link

Spanish:

https://drive.google.com/file/d/1N7uRI3LeuRUh6R4qbzMoDYpVTNh5kBpK/view?usp=share_link

Here are a few items to consider when scheduling conferences:

- Students will have asynchronous learning on Monday and Tuesday. Therefore, we encourage students to be a part of conferences.
- While our teachers would welcome the opportunity to meet with every parent/guardian across the two days of conferences, there are not enough slots to accommodate this and families are limited to 7 conference slots per student (including appointments with members of our counseling staff). Therefore, we appreciate you prioritizing conferences with the teachers you would most like to connect with during these two days.
- The assigned School Counselor will be listed for each student. This meeting counts toward your maximum allowance of 7 conferences total.
- Some teachers have adjusted availability that is noted on their individual schedule.
- If you would like to schedule a meeting with our Director of College Persistence, Julie Gardner, and learn more about the college search and application process, please schedule a time using [this link](#). She will be available from 12-8pm on Monday.
- Here is a link with more information on Meet the Teacher videos conferences: <https://support.meettheteacher.com/article/803-video-parents-how-to-attend-appointments-over-video-call>

If you have any issues with accessing Meet the Teacher or scheduling conferences, [please complete this form](#). If you have not yet completed the required BioUpdate, the issues you are experiencing may be related. The BioUpdate **MUST BE COMPLETE before we can troubleshoot issues with Meet the Teacher.**

Our faculty and staff are excited to meet with you during these conferences, and we do encourage students to take part if possible. We thank you for your continued support of St. Laurence High School and look forward to welcoming you to the building on November 24th and via video conferences on November 25th!

Sincerely,

Kristy Kane
Principal
St. Laurence High School