

Dear Harry B. Thompson Parents/Guardians,

**Virtual Parent-Teacher Conferences** will be held on **Tuesday, November 5<sup>th</sup> from 8:00 am – 2:00 pm and Thursday November 7<sup>th</sup> from 5:00 – 8:00 pm**. These conference sessions are reserved for those parents wishing to meet with individual teachers regarding any concerns about their child's progress at this point in the school year.

We will continue to use the online platform [TeacherReacher](#) for conference booking. **All parents must verify and/or create an account to begin the appointment booking process.** Please make sure that you have an account and are able to log in. If you need assistance, you may follow this [Teacher Reacher Tutorial](#).

The window to book your virtual conferences will open on October 22<sup>nd</sup> at 10:00 AM for both conferences. The November 5<sup>th</sup> conference window will close on November 4<sup>th</sup> at 12:00 PM. The window for the November 7<sup>th</sup> conference window will close on November 6<sup>th</sup> at 12:00 PM.

We will use **Google Meet** to conduct our fall conferences. Once you have booked your conference, a link will be automatically added to your scheduled appointment time. Return to Teacher Reacher at the time of each appointment by clicking the unique link to join. All conference attendees will enter a "virtual waiting room." The teacher will admit you at the time of your conference. **Please be sure that you are in a safe location that allows you to have a private conversation about your child.**

Each family may make no more than one appointment per child with each teacher, and we ask for your cooperation in maintaining the five-minute appointment time. You may also make appointments with our related service providers via Teacher Reacher. If you have any questions or need assistance with Teacher Reacher, please contact **Ms. Eileen Pich at 516-364-5760 X 1548**, or by email at [epich@syossetschools.org](mailto:epich@syossetschools.org).

If you would like to make an appointment with your child's guidance counselor, our psychologist or social worker, please contact Ms. Ann Rich in our guidance office. The phone number is (516)364-5767. Or you can reach her by email at: [arich@syossetschools.org](mailto:arich@syossetschools.org).

If your child is in a co-teaching class, please make sure that an appointment is only made with one of the two teachers.

Should a convenient appointment date and time not be available, parents are welcome to confer with teachers/providers by phone or in writing. We thank you for your continued partnership.

Sincerely,

Kevin Bonanno

Principal, Harry B. Thompson Middle School