## **TUXEDO UNION FREE SCHOOL DISTRICT**



Jeffrey T. White
SUPERINTENDENT OF SCHOOLS

Roy Reese
Assistant Superintendent For Curriculum
& Instruction/Secondary Principal

Dolores Terlecky
GEORGE GRANT MASON
ELEMENTARY SCHOOL PRINCIPAL

November 30, 2021

Dear Tuxedo Families,

This year, all Parent-Teacher Conferences will be virtual. The conference date for grades 6 - 12 is Tuesday, December 7<sup>th</sup> from 5:00 - 8:00 pm. The conference date for grades Pre-K - 5 is Thursday, December 9<sup>th</sup> from 3:30 - 6:30 pm. The teachers will create an individual Google Meet for the time slot you select so *please be sure* to include your email address when you register!

There are two ways to reach the signup page:

- 1. The first is to visit the district website, <u>www.tuxedoufsd.org</u>, mouse over [FOR PARENTS] and then click on [GFB Parent-Teacher Conference Scheduler]
- 2. The second is to copy-and-paste or enter the following web address into your browser window: <a href="https://ptcfast.com/schools/Tuxedo Union Free School District">https://ptcfast.com/schools/Tuxedo Union Free School District</a>
- 3. Once you fill out the required fields on the Conference Scheduler, you will receive an email with a link in order to choose a specific time slot.

## PLEASE SEE THE REVERSE SIDE FOR A SAMPLE OF THE SIGN-UP PAGE

Here are a few things to keep in mind when registering:

- 1. Please use your child/children's class schedule or 1<sup>st</sup> marking period progress report to help you identify the teachers you need to see. If you do not have this information, you may call Mr. Takeuchi in the GFB main office at (845) 351-4786, ext. 2101, and he will be able to provide one for you.
- 2. When you join the assigned Google Meet, you may have to wait for the previous meeting to end before being let in. Please be mindful of the time so that our teachers are able to speak with all parents.
- 3. If you are unable to attend the parent-teacher conferences on December 7<sup>th</sup> or 9<sup>th</sup>, or should you not get to meet with a particular teacher, you may always contact that teacher directly via email.

We look forward to seeing you *virtually* on December 7<sup>th</sup> or 9<sup>th</sup>. Should you need additional assistance, please contact the main office at (845) 351-4786, ext. 2101 or email Mr. Takeuchi at <a href="mailto:mtakeuchi@tuxedoufsd.org">mtakeuchi@tuxedoufsd.org</a>.

Best Regards,

Dreay Teilech

Roy Reese & Dolores Terlecky

## Tuxedo Union Free School District Tuxedo, NY

## **Conference Scheduler**

Welcome to the Tuxedo Union Free Sch	l District parent teacher conference scheduling system.
Please select your conference (or confe	ences) below, then press "Submit".
You will be asked to select the event and then enter your names and email. The system will then send you a link to choose your appointment time(s). From that link you may add or change times.	
Mrs. Bach	☐ Mrs. Blume
Ms. Braffett	Mr. Brunner
Mrs. Castellanos	Mr. Chan
Mrs. Donnelly	Ms. Elmendorf
Mrs. Finfrock	Mr. Fitzsimmons
Ms. Fowler	Ms. Garrison
Mrs. Greco	Mrs. Hines
Ms. Jones	Ms. Klimowich
Mr. Landro	Mr. Margotta
Mrs. Matthies	Mrs. McGowan
🦳 Ms. Mui	Ms. Park
📋 Ms. Perl	Mr. Reilly
Mr. Roessel	Mrs. Rota
🔲 Mrs. Rush	Mrs. Sayles
Mrs. Schiller	Mrs. Sobel
Mr. Stankiewicz	Mr. Stelmach
Mr. Sullivan	Ms. Valastro
	Submit
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