October 27, 2022

Dear Parents & Guardians,

We would like to invite you to attend our Fall Teacher Conferences.

Roosevelt High School will continue to use Meet the Teacher, which is a newer online parent teacher scheduler. This allows you to choose your own appointment times with teachers and then receive an email confirming your appointments.

Appointment scheduling begins on 10/27/22 and will remain open through 11/22/22. We encourage you to come visit with teachers in person, but you can request a virtual conference by leaving a message for teachers when you schedule (there will be a message box where you can specify that you would like a virtual meeting).

Please visit <u>https://trhs.meettheteacher.com</u> to book your appointments. (A short guide on how to add appointments is available if needed - in both <u>English & Spanish</u>)

You will need the following information to login and schedule:

- Your Name & Email address
- Your Student's First Name
- Your Student's Last Name
- Your Student's Date of Birth

Should you require help with our new system, you can contact any of the following people:

Nicole Harris - (330-676-8711) - nharris@kentschools.net Hana Brammeier - (330-676-8702) - <u>hbrammeier@kentschools.net</u> Janet Creamer - (330-676-8740) - <u>jcreamer@kentschools.net</u> Pam Qualls - (330-676-8721) - pqualls@kentschools.net

If you do not have access to the internet, please contact the school office and we will be happy to add appointments on your behalf.

Yours sincerely,