

# DENVER PUBLIC SCHOOLS

## Office of the Principal



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October 5, 2015

DSA Families,

It is hard to believe that we are already in the fall season and the month of October. Important in the month of October is the close of our first grading period and Parent-Teacher Conferences. These conferences are an opportunity to review your child's progress, both academically and socially. These conferences also allow you to have time to check in on classes in which your child might be struggling or showing frustration with.

Because of the limited time on our school calendar to conduct conferences, we must limit the amount of conference slots teachers have available. This year, teachers will have a total of seventy nine (79) 10-minute slots spread between the two days of scheduled conferences. In order to accommodate as many conference opportunities as possible, we are allocating a total of four (4) 10-minute slots to families who decide to register through our on-line system. This means that families need to prioritize their conferences with teachers who they really want to see due to concerns either in their child's academic classes or the arts major. Conferences are scheduled through an on-line system on a first come, first serve basis. Again, we ask that you understand that we can only accommodate 79 conferences per teacher. This amounts to about 45% of a teacher's caseload of students.

DSA uses an on-line appointment software called SchoolAppointments.com. Below is the link to this web page that will allow for you to create an account and then sign up for 10-minute conference slots for October 19<sup>th</sup> and 20<sup>th</sup>. Parents will be able to schedule conferences starting on October 8<sup>th</sup> at 5:00 p.m. Parents will have until October 15<sup>th</sup> at 11:55 p.m. to finalize any conference times.

Below is the schedule for parent-teacher conferences for October 19<sup>th</sup> and 20<sup>th</sup> respectively:

Teacher conferences on October 19<sup>th</sup> are from 1:30 to 7:30 p.m. except for the following times for a break:

- 5:00 – 5:20 for teachers in 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, VA, VCA, Stagecraft, and Dance
- 5:20 – 5:40 for teachers in 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, CW, Theatre, World Languages and Music

Teacher conferences on October 20<sup>th</sup> are from 10:00 a.m. to 6:00 p.m. except for the following times for a break:

- 12:00 – 12:30 for teachers in 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, VA, VCA, Stagecraft, and Dance
- 12:30 – 1:00 for teachers in 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, CW, Theatre, World Languages and Music

The link for parents to sign up for conferences is <http://dsa.schoolappointments.com>. Again, the on-line system will allow you to register and set up appointments starting on October 8<sup>th</sup>, at 5:00 p.m. This information and instructions will also be posted on our school's website. DSA has a few part time teachers as well as CU Succeed teachers. These teachers are not required to do parent/teacher conferences. If you do not see a teacher's name listed, this means they are not participating in these conferences. We encourage you to reach out, via email, to discuss any concerns you may have.

I sincerely hope that you are able to schedule and attend conferences with your child's teachers. At DSA we strongly believe that good school relationships and collaboration allow a child to thrive and succeed.

Sincerely,

A handwritten signature in cursive script that reads "William M. Kohut".

William M. Kohut  
Principal  
Denver School of the Arts