

BOARD BRIEF

Date: October 8, 2021

BOARD INFORMATION: X
MEETING PREPARATION:

FROM: Mike Routhouska, Principal, William Ramsay Elementary School
Ingrid Bynum, Principal, Patrick Henry K–8 School
Rene Paschal, Principal, Samuel Tucker Elementary School

THROUGH: Wendy Gonzalez, Ed.D., Executive Director of School Leadership
Terri H. Mozingo, Ed.D., Chief of Teaching, Learning, and Leadership
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

TO: The Honorable Meagan L. Alderton, Chair, and
Members of the Alexandria City School Board

TOPIC: Fall 2021 – Parent-Teacher Conferences for All ACPS Elementary Schools Traditional and Modified Calendars

ACPS 2025 STRATEGIC PLAN GOAL

Goal 2: Instructional Excellence

SY 2021–2022 FOCUS AREA

Focus Area 1: Social, Emotional, and Academic Learning Recovery

FY 2022 BUDGET PRIORITY

Implementation of 2025 Strategic Plan

MTSS Implementation with Restorative Practices and PBIS

Continue Engagement with Hispanic Families to Improve Graduation and Chronic Absenteeism

SUMMARY

This memo updates the School Board about adjustments to the schedule for elementary parent-teacher conferences.

BACKGROUND

All ACPS elementary and K–8 schools conduct *Parent-Teacher Conferences* twice each calendar school year to provide parents and teachers the opportunities to discuss students' social, emotional, and academic progress. Though the traditional and modified calendars require different sets of dates for hosting parent-teacher conferences, the framework and schedules parallel one another. For the 2021–2022 school year, the first round of elementary conferences for the modified calendar will take place on *Thursday, October 14, 2021*, and *Friday, October 15, 2021*, and for the traditional calendar, on *Thursday, November 11, 2021*, and *Friday, November 12, 2021*.

Students on the modified calendar will not attend school on the full day set aside for conferences on *October 14, 2021*, while students on the traditional calendar will not attend

school on *November 11, 2021*. All parents/guardians are scheduled for fall conferences, and students are encouraged to attend alongside, as appropriate. Students on the modified calendar will follow an early release schedule on *Friday, October 15, 2021*, while students on the traditional calendar will have an early release on *Friday, November 12, 2021*, as noted on the 2021–2022 ACPS academic calendars.

The schedule for elementary and K–8 parent-teacher conferences will be communicated to students and parents and include the following highlights:

October 4, 2021 (Modified Calendar) and November 1, 2021 (Traditional Calendar)

- Parents and guardians will receive specific communication through school newsletters and other communication tools, directing them to schedule conferences electronically through digital scheduling platforms. It is the expectation that all families will be provided an opportunity to have a conference on one of the conference days.

October 14, 2021 (Modified Calendar) and November 11, 2021 (Traditional Calendar)

- Conferences will be held on the Thursday conference day beginning at 8:00 a.m. and ending at 7:00 p.m. to accommodate families' schedules.
- Teachers and School Administration will schedule times for lunch, dinner, and breaks throughout the full day of conferences.
- Conferences will be held virtually via Zoom or by telephone if Zoom is not a viable option. Staff will have the option to work from their classrooms or from home. Digital conferencing is an important mitigation strategy to minimize community spread of COVID-19 and is in alignment with the Essential Visitors Policy.

October 15, 2021 (Modified Calendar) and November 12, 2021 (Traditional Calendar)

- The Friday following the full day of conferences is an early release day for students. Although some teachers may need to schedule Friday conferences, most staff will be released with students on Friday given the late hours of Thursday conferences.

RECOMMENDATION

The Superintendent recommends that the School Board review the information in this memo.

IMPACT

This schedule provides the opportunity for ACPS elementary and K–8 schools to maximize time and equity in parent-teacher conferences.

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