

BOARD BRIEF

Date: September 22, 2023

BOARD INFORMATION: X

MEETING PREPARATION:

FROM: Mike Routhouska, Principal, William Ramsay Elementary School
Alexander Duncan, Principal, Alexandria City High School

THROUGH: Pierrette Finney, Ed.D., Chief Academic Officer
Melanie Kay-Wyatt, Ed.D., Superintendent of Schools

TO: The Honorable Michelle Rief, Chair, and
Members of the Alexandria City School Board

TOPIC: Fall 2023 Parent-Teacher Conferences for All ACPS Elementary Schools Traditional
Calendar, Modified Calendars, Middle Schools, and Alexandria City High School

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 2: Instructional Excellence

SY 2023–2024 PRIORITY AREA:

Academic Achievement

Tier 1 Instruction: Alignment, Rigor, Engagement

Student Supports

Student Connection and Attendance

Staff Supports

Continue Culture Building

FY 2024 BUDGET PRIORITY:

K-4 Literacy

Target Chronic Absenteeism

Increase Support for Social and Emotional Learning

Safe Routes to School Coordination

SUMMARY:

This brief updates the School Board about adjustments to the schedule for ACPS parent-teacher conferences.

DETAILS:

Parent-teacher conferences play a pivotal role in a child's education by fostering collaboration and communication between parents and educators. These meetings offer a valuable opportunity for parents to gain insights into their child's academic progress, social development, and overall well-being within the school environment. They provide a platform for discussing any concerns or challenges that may arise, enabling parents and teachers to work together to address them effectively. Furthermore, parent-teacher conferences help establish a strong

support system for students, reinforcing the idea that education is a shared responsibility between home and school. When parents are actively engaged in their child's education through these conferences, students often feel more motivated and supported, leading to improved academic performance. Overall, parent-teacher conferences serve as a bridge between home and school, enhancing the educational experience for both students and their families.

BACKGROUND:

All ACPS elementary, K–8, middle, and high schools conduct *Parent-Teacher Conferences* twice each calendar year to provide parents and teachers the opportunity 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 2023–2024 academic year, the first round of elementary conferences for the modified calendar schools will occur on *Thursday, October 5, and Friday, October 6, 2022*. Friday afternoon is designated a teacher workday to ensure all staff have equal opportunity to complete additional tasks needed, similar to the format utilized by traditional calendar schools.
- For the traditional calendar schools, the elementary and K-8 schools will have conferences on the morning of Friday, November 3, with a one-half teacher workday in the afternoon and conferences on Monday, November 6.
- At the secondary level, the middle schools and high school (all campuses), will host conferences on Thursday, September 28, and morning conferences on Friday, September 29, with a one-half teacher workday on the afternoon of Friday, September 29.
- All the aforementioned dates will be student holidays and parent-teacher conferences will be held in person. Teachers will provide virtual options for families who have extenuating circumstances.

The schedules and details will be communicated to families from each school via Canvas and ParentSquare. Below are some of the highlights:

Elementary School Conferences (Modified Calendar)

- Fall Parent-Teacher conferences at Samuel Tucker will be held from 8:00 a.m. to 3:30 p.m. on Thursday, October 5, and on Friday, October 6, beginning at 8:00 a.m. and ending at 11:30 a.m. Teachers will break for lunch and resume a teacher work day at 12:15 p.m.
- Flexible schedules will be offered to accommodate families with limited availability.

Elementary and K-8 School Conferences (Traditional Calendar)

- Conferences will be held on Friday, November 3, beginning at 8:00 a.m. and ending at 11:30 p.m. Teachers will break for lunch and resume a teacher work day at 12:15 p.m.
- Conferences will be held on Monday, November 6 conference day beginning at 8:00 a.m. and ending at 3:30 p.m. Teachers will break for lunch.
- Teachers and School Administration will schedule times for meals and breaks throughout the full day of conferences.

- Flexible schedules will be offered to accommodate families with limited availability.

Middle and High School Conferences (Traditional Calendar)

- Conferences will be held from 8:00 a.m. - 3:30 p.m. on Thursday, September 28.
- Conferences will be held 8:00 a.m. - 11:30 a.m. on Friday, September 29 followed by a lunch break and a half-day teacher workday.
- Flexible schedules will be offered to accommodate families with limited availability.

RECOMMENDATION:

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

IMPACT:

This schedule allows ACPS elementary, K-8, middle, and high schools to maximize time and equity in parent-teacher conferences.

REFERENCES:

N/A

ATTACHMENTS:

None

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