

BOARD BRIEF

Date: January 26, 2024

BOARD INFORMATION: X

MEETING PREPARATION:

FROM: Rene Paschal, Acting Executive Director of School Leadership
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: Winter 2024 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

SUMMARY:

This Brief updates the School Board about the 2024 second semester schedule for ACPS parent-teacher conferences.

DETAILS:

All ACPS elementary, K–8, middle and high schools will host *Parent-Teacher Conferences* this winter/spring. Although there will be some variation based on individual school circumstances, the conference schedule and framework are consistent across ACPS.

- For the 2023-24 academic year, winter conferences at all traditional calendar schools (elementary, k-8, middle and high school) will be held after two early dismissal instructional days on Thursday, February 15 and Friday, February 16, 2024.
- For the 2023–2024 academic year, spring conferences for the modified calendar will be held after two early dismissal instructional days on Thursday, March 21, and Friday, March 22, 2024.
- Flexible schedules, including options for virtual and evening conferences, will be offered to accommodate families with limited availability.
- Schedules and details will be communicated to families from each school via Canvas and ParentSquare.
- Many staff members offer conferences outside of the established window in order to accommodate the needs of families. Staff who have completed their conference schedule will be permitted to leave at the end of the instructional day on Friday afternoon.

All Traditional Calendar School Conferences

- Winter Parent-Teacher Conferences at *all* traditional calendar schools will be held the afternoon and evening of Thursday, February 15, and the afternoon of Friday, February 16, 2024 (if needed).
- Teachers and School Administration will schedule times for breaks and dinner on the Thursday of conferences.

Elementary School Conferences (Traditional Calendar)

- On Thursday, February 15, elementary students will be released at 12:35 p.m. Conferences will be held from 1:00 p.m. - 7:00 p.m. on Thursday, February 15. Teachers will allot 30 minutes for dinner, as well as two 15-minute breaks.
- On Friday, February 16, students will be released at 12:35 p.m. Conferences will be held from 1:00 p.m. - 3:00 p.m (if needed).

Middle and High School Conferences (Traditional Calendar)

- On Thursday, February 15, secondary students will be released at 1:15 p.m. Conferences will be held from 1:30 p.m. - 7:00 p.m. on Thursday, February 15. Teachers will schedule 30 minutes for dinner, as well as two 15-minute breaks.
- On Friday, February 16, students will be released at 1:15 p.m. Staff will be released at the end of the instructional contract day. Virtual conferences will be the preferred format at the high school campuses based on parking constraints and the desire to maximize conference availability.

Samuel Tucker Modified School Conferences

- Winter Parent-Teacher Conferences at Samuel Tucker will be held the afternoon and evening of Thursday, March 21, and the afternoon of Friday, March 22, 2024.
- On Thursday, March 21, students will be released at 12:35 p.m. Conferences will be held from 1:00 p.m.-7:00 p.m. Teachers will schedule 30 minutes for dinner, as well as two 15-minute breaks.

- On Friday, March 22, students will be released at 12:35 p.m. Conferences will be held from 1:00 p.m. - 3:00 p.m (if needed).

BACKGROUND:

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. Conferences also provide a platform for discussing any concerns or challenges that may arise and reinforce 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.

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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