

### Marcum Material October 6

• Parent Teacher Conference SignUp Genius is now LIVE- Please see the attachment for more information and instructions.

### Reminders:

- Reminder: **NO SCHOOL MONDAY, OCTOBER 9th**! Teachers will be participating in a county-wide professional development day.
- Please remember to send in written notes, or email Mrs. Northrup at <u>NorthrupB@arlingtonlocal.org</u>, that excuse your student for absences when they were not at school.

Did you know Officer Turner, our School Resource Officer, is now full

time at Arlington?





#### Arlington Elementary Pa rent/Teacher Conference Sign-up Genius Information

Dear Parent/Guardians,

Parent/Teacher Conferences are just around the corner. Our elementary teachers will have three available dates in November that can be scheduled.

Tuesday, November 14 from 3:30 PM – 7:00 PM Thursday, November 16 from 3:30 PM – 7:00 PM

Monday, November 20 from 3:30 PM – 7:00 PM

The Arlington Elementary School will be using "**SignUpGenius**" to schedule Parent/Teacher appointments. It's a website where you, the parents/guardians, can go in and choose the date and time yourself! (See instructions below.) If you do not prefer to use "SignUpGenius" or do not have internet access, please contact the elementary office, and we will manually schedule your date(s) and time(s). (419.365.5123 x244)

**IMPORTANT NOTE**: As a courtesy to families who have multiple students, the window for you to sign up on-line begins Wednesday, October 4<sup>th</sup>. On Monday, October 9<sup>th</sup>, all others are welcome to sign up for a time slot. Also, <u>4th, 5th & 6th</u> <u>grade</u> are asked to ONLY sign up for a conference with their student's homeroom teacher.

#### It's a very user-friendly website! Just follow these simple steps:

If you use the following link- it will take you straight to step 7 <u>https://www.signupgenius.com/go/10C0E49AEA628A2F4C34-44766893-parent</u> OR,

- 1) Go to: SignUpGenius.com
- 2) Click on the magnifying glass in the top right corner to "Find a sign up"
- 3) "Search by email" enter creator's email: northrupb@arlingtonlocal.org
- 4) Click security box (you are not a robot.... unless you are)
- 5) Click on orange "Search" button
- 6) Click on "Parent/Teacher Conferences" the link is orange in color
- 7) It is going to ask you for an Access Code: enter AHS23
- By scrolling down, select the date/time/teacher and click the maroon "Sign up" box that corresponds; then complete the requested information.
- 9) Click the maroon "Save & Continue" button at the bottom that pops up.
- 10) Enter your student's first and last name in the **"My Comment"** section. Then, you will enter your first and last name, your email address, and phone number.
- 11) Complete your sign up by clicking the maroon Sign up Now button

You have the option of getting a reminder one day in advance of your appointment(s) and the option to sign up for an account if you want the ability to change your appointment(s)... and you're done!

Thank you for your interest and participation in your child's education. Together, we can help your child be successful. We look forward to seeing you at conferences.

Sincerely, Scott Marcum Arlington Elementary Principal







# October 2023

## What is it?

A time to drop off new socks and underwear at a drop box near you

### Who benefits?

If the drop box is at a school, that school gets the first pick. At any other location, donations go to not-for-profit charities (City Mission of Findlay, Chopin Hall, & Hope House)



Scan the QR code for a location near you