

# MANALAPAN-ENGLISHTOWN REGIONAL SCHOOLS PARENT-TEACHER CONFERENCES

Dear Parent/Guardian:

Parent-Teacher Conferences are an important method for supporting student progress and fostering communication between school and home. These conferences afford us the opportunity to work together and share information in order to better understand and help your child.

You are cordially invited to attend an in person or virtual conference with your child's classroom teacher on one of the following dates:

<b>Monday, November 11, 2024</b>	<b>1:00 pm to 7:20 pm (Afternoon/Evening)</b>
<b>Tuesday, November 12, 2024</b>	<b>1:25 pm to 3:25 pm (Afternoon only)</b>

**Please note that on Monday, November 11<sup>th</sup> school is closed for students and Tuesday, November 12<sup>th</sup> is a 4 hour day for students. No lunch is served; please send in a snack.**

You may select an appointment time using the Genesis Parent Portal starting on **Friday, October 25<sup>th</sup> at approximately noon.** The Portal will close on **Wednesday, November 6<sup>th</sup> at noon.**

### **Scheduling Conferences with Non-homeroom Teachers and Special Education Teachers:**

- Resource teachers (Mrs. DiTaranto, Mrs. Beere, and Ms. Hardman) are to be scheduled separately from the general education teacher. All other resource teachers will be meeting with the homeroom teacher.
- RTI Tier 2 and 3 (Mrs. Schulz, Mrs. LaRusso, Mrs. Cagan) are to be scheduled separately via Genesis.

The following staff members should be contacted via **email** to schedule a conference. Please share your date/time preference.

- Special Subject/Encore teachers
  - Media Center (Mrs. Piercey)-[margaretpierciey@mersnj.us](mailto:margaretpierciey@mersnj.us)
  - Music (Mrs. Foster)- [katharinefoster@mersnj.us](mailto:katharinefoster@mersnj.us)
  - Art (Mrs. Carlin)-[scarlin@mersnj.us](mailto:scarlin@mersnj.us)
  - Technology (Mr. Perez)- [michaelperez@mersnj.us](mailto:michaelperez@mersnj.us)
  - Physical Education- (Mrs. Lachacz)-[jlachacz@mersnj.us](mailto:jlachacz@mersnj.us) & Mr. Crehan- [rcrehan@mersnj.us](mailto:rcrehan@mersnj.us)
  - World Language (Mrs. Salmeri)- [psalmeri@mersnj.us](mailto:psalmeri@mersnj.us)
  - Enrichment (Mrs. Britton)- [jbritton@mersnj.us](mailto:jbritton@mersnj.us)
- Speech (Ms. Kaplan)- [mkaplan@mersnj.us](mailto:mkaplan@mersnj.us)
- Child Study Team representative (Mrs. Mistry)-[hmistry@mersnj.us](mailto:hmistry@mersnj.us)
- Guidance Counselor (Ms. Rodriguez)- [droduguez@mersnj.us](mailto:droduguez@mersnj.us)
- Instrumental Music- (Mr. Geltch) [dgeltch@mersnj.us](mailto:dgeltch@mersnj.us) or (Mr. Lucchi) [marcolucchi@mersnj.us](mailto:marcolucchi@mersnj.us)
- ELL (Mrs. Della Volpe)

### **DIRECTIONS TO SCHEDULE CONFERENCES via the GENESIS PARENT PORTAL:**

- Log onto the MERS Parent Portal: <https://parents.mersnj.us>
  - Click on the CONFERENCES tab
    - If you have more than one child, please select each child from the drop down menu for whom you are scheduling the conference for.
    - If you have multiple conferences, please consider leaving one conference block in between, this will allow for travel time between classrooms.
  - Click SCHEDULE CONFERENCES FOR PARENT CONFERENCES
  - Available Teacher Conferences are listed on the calendar.
    - Click RESERVE to select the Conference TIME that is best for you.
    - You can click CANCEL on the Conference if you need to reschedule. You must cancel your first conference before scheduling another time.
- \*Please arrive early for your conference, as they will start on time.

### **Attending Virtual Parent-Teacher Conferences**

The teacher will email you a link to a Google Meet. Please click "Yes" to accept the invitation.

### **Attending In-person Parent-Teacher Conferences**

Please report to your child's classroom at the designated time. Please be on time. Child care is not available. Therefore, students should NOT attend the conference.