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Dear Parents and Guardians,

THS parent teacher conferences are Thursday, December 2 from 5:30 to 8:30PM. Conferences will be virtual and are *not mandatory*. Please note that each teacher has a limited number of conference appointments available on 12/02/21. If you are unable to secure an appointment and have concerns regarding your student, please email the teacher directly to schedule a phone conference at a mutually convenient time.

This fall, we would like to prioritize meetings for those with students who may be struggling academically. If your child is doing very well, *please consider* emailing teachers if you have general questions regarding their class or your child's performance.

We will use the Genesis Parent Portal to schedule conferences. The conferences tab will be made available to you beginning at 10am on Monday, November 29.

Parent Portal Accounts are automatically locked after 4 incorrect attempts. When using the "Forgot My Password" click one time only and wait for a new password to be sent to your email.

Please click on the **Conferences** tab to book a conference. Next click the link to **Schedule a Conference**. You will view a list of your child's teachers and available conference times. The final step is to click the **Reserve** button next to the time slot you wish to reserve.

Once the time slot is reserved, teachers will email parents a zoom meeting link to meet virtually on 12/02/21.

If you have any questions, please contact the Principal's Office at 201-816-6614 or Vice Principal's Office at 201-816-6603.

Thank you.

James O. Morrison  
Principal, Tenafly High School