

# US WEEKLY BULLETIN

Issue #7 | September 29, 2017 | Frank Volpe & Naomi Shanks

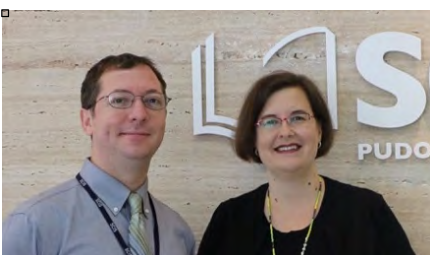
## Important Dates

- **October 2<sup>nd</sup>-6<sup>th</sup>:** Fall Break
- **October 9<sup>th</sup>:** Professional Development Day (no school for students)
- **October 10<sup>th</sup> 9am:** Upper School Principal's Coffee. Focus: IB Programs Introduction Room 411
- **October 10<sup>th</sup>:** PAFA General Meeting 10am
- **October 14<sup>th</sup>:** SISAC Volleyball Tournament
- **October 14-15<sup>th</sup>:** Hongqiao Swimming Invitational
- **October 19-22<sup>nd</sup>:** ACAMIS Volleyball Tournament @ SCIS
- **October 24<sup>th</sup> 4pm:** IB Music Recital, Theater
- **October 25<sup>th</sup>:** Parent-Teacher Conferences 3:30-6:00pm
- **October 26<sup>th</sup>:** Parent-Teacher Conferences. 12:30-6:00pm
- **October 27<sup>th</sup>:** Halloween Bash

Visit the SCIS calendar for the most up-to-date information. Click on the following link:  
[Master Calendar](#)

Still asking, "How was school today?" Changing the question may result in a more interesting answer. Next time try:

**"Who was your favorite act during Karaoke lunch?"**



Coaches congratulate the seniors Monday night between games.

## Principals' Message

Dear SCIS Families,

This week started with the celebration of our seniors during Big Game Night. The varsity boys and girls volleyball teams took on a very good SAS team Monday night. Students, teachers, and parents were out in force to cheer on our teams. Mr. Demas and the Jazz Band added to the festive atmosphere. Seniors Ines El Mabrouk, Sara Vieira, Simon Wu, Javier Castro, and Eaton Huang were honored for their hard work and commitment to the SCIS volleyball program. Coach Caban and Coach Dobson gave moving personalized speeches thanking them for their contributions.

As we prepare for the upcoming fall break and National Day holiday, we would like to take the opportunity to highlight some important events that will be coming up after the break. We will be hosting a Principal's coffee morning on October 10<sup>th</sup>. The focus of the coffee morning will be introducing new families to the IB Middle Years and IB Diploma Programs. Returning families interested in a refresher on these programs are also welcome. We will also be sending out an electronic sign-up for parent-student-teacher conferences which will be held on October 25<sup>th</sup> and 26<sup>th</sup>. Parents will receive an email on October 9<sup>th</sup> with instructions on how to sign up.

We wish everyone a safe and happy Mid-Autumn Festival!

Frank Volpe, PhD  
Upper School Principal

Naomi Shanks  
Upper School Vice Principal

# Parent-Teacher Conferences

## October 25<sup>th</sup> and 26<sup>th</sup>

Parent-Teacher-Student Conferences are an essential opportunity, early in the school year, for parents, teachers and students to come together, discuss the progress already made and set goals for the months to come. Based on feedback from families and teachers last year, we have changed our format for conference sign-ups. This new format is designed to provide advanced scheduling for parents and ensure sufficient time for high quality conferences.

Conferences are scheduled for mid-semester, Wednesday–Thursday, October 25-26. This year we are excited to pilot an online system for advance sign-ups. ALL conferences must be booked in advance. The time has been organized into three sessions each made up of 10-minute time-slots. You will build your own schedule of appointments in the session most convenient for your family. Please note that students are expected to attend the conferences with their parents and participate in the discussion.

Online conference sign-ups will open Monday, **October 9<sup>th</sup> at 8:00am** and end Tuesday, October 24<sup>nd</sup> at 3pm. You may test the link below early to explore the new setup, but will not be able to book conferences until October 9.

Detailed instructions for using the new sign-up system are included below. The following tips may also help:

- Before scheduling your appointments, consult with your child(ren) and together make a list of the teachers you plan to meet with.
- Try starting at the second or third hour of a given block for more openings.
- If you are scheduling five or more conferences, schedule in a break for yourself. Conferences will start every 10 minutes without exception.
- If you have two children taught by the same teacher, you may book two slots in a row with that teacher.
- All conferences will take place on the third floor in designated rooms. You do not need to allow extra time to move between conferences.
- If you need more time with a teacher, or cannot book the slot you want, you are ALWAYS free to email a teacher directly to schedule a meeting outside of these two days.

**Sign-ups open Monday October 9<sup>th</sup> at 8:00am.**



**PTC SIGN-UP**

# PTC Sign-Up Instructions

## October 25-26, 2017

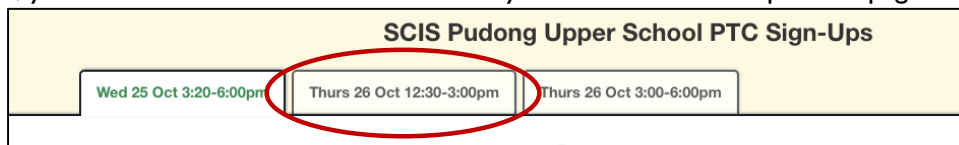
- Before you start, consult with each of your children and make a list of all the teachers you would like to have a conference with.

<u>Rose, Grade 6</u>	<u>Jack, Grade 9</u>
Byerly	Byerly
Valenza	Newell
Steele	Steele
Thomas	Hedderson
Mavec	Whiteside
	Chen

- Choose which block of time is most convenient for you to schedule your conferences. If you have two children, you may wish to use one block of time for each.
  - October 25, 3:20-6:00pm
  - October 26, 12:30-3:00pm
  - October 26, 3:00-6:00pm

- Follow the link to the [PTC Sign-Ups](#).

- At the top of the opening page, click the tab for the block of time you want to sign up for. After you click, you should see the date and time block you selected at the top of the page.



- The sign-up sheet is organized into 10-minute slots. Each teacher will have one conference in each slot. If you see a "Sign Up" button the teacher is available in that slot. If you see names, the teacher is booked in that slot.

Time (CST)	Available Slot	
12:30pm - 12:40pm	Blitz - Math/Science <small>Room 302</small>	Sign Up
	Boldon - English Lang & Lit/TOK <small>Room 304</small>	PS Park Sung Won Yang Chang Ho, 10
	Byerly - English Lang & Lit <small>Room 304</small>	PC Polly Cohen Julie Cohen, 6
	Caban, RiAnn - Learning Support <small>Room 311</small>	Sign Up
	Caban, Vic - PHE <small>Design Studio</small>	Sign Up
	Chen - Mandarin <small>Room 306</small>	ET Edith Titus Anna Mary Titus, 11
	Demas - Music <small>Design Studio</small>	Sign Up
	Dobson - Science <small>Room 303</small>	Sign Up
	Hedderson - Science <small>Room 303</small>	Sign Up
	Lawrence - Ind & Soc <small>Room 305</small>	Sign Up

10-min conference time slot

Appointments already booked during this 10-min slot.

Teachers available during this 10-min slot.

6. Scroll down to a 10-minute time slot in which you would like to book a conference. Check the Sign Up button for an available teacher. Keep scrolling down and check one button in each time slot. When have checked a Sign Up button in every time slot you want, OR want to check what you have so far, click the “Submit and Sign-Up” button at the bottom of the screen.

12:40pm - 12:50pm	Wen - Mandarin Room 306	Sign Up
	Whiteside - Art/Design Design Studio	Sign Up <input checked="" type="checkbox"/>
	Bilz - Math/Science Room 302	Sign Up
	Boldon - English Lang & Lit/TOK Room 304	Sign Up
	Byerly - English Lang & Lit Room 304	Sign Up <input checked="" type="checkbox"/>
	Caban, RiAnn - Learning Support Room 311	Sign Up

Submit and Sign Up

7. Complete the sign-up screen. Make sure to fill in the name and grade of the student for each conference. At the bottom, add your own name and the email address that you would like to receive confirmation.

Available Slot	Date (mm/dd/yyyy - GST)	Student's Name and Grade	Quantity
Whiteside - Art/Design	Thu., 10/26/2017 12:30pm - 12:40pm	Jack Levensky, 9	1
Byerly - English Lang & Lit	Thu., 10/26/2017 12:40pm - 12:50pm	Rose Levensky, 6	1
Mavec - Science	Thu., 10/26/2017 12:50pm - 1:00pm	Rose Levensky, 6	1
Hedderson - Science	Thu., 10/26/2017 1:20pm - 1:30pm	Jack Levensky, 9	1

Name: Sarah Beechen  
Email: sbeechen@scis.parent.org

Sign Up Now Cancel

8. You will see a confirmation screen, and the confirmation will also be sent to the email you used to register. You may go back in to sign up for more conferences or make changes anytime.

### TIPS:

- Try starting at the second or third hour of a given block for more openings.
- If you are scheduling five or more conferences, schedule in a break for yourself. Conferences will start every 10 minutes without exception.
- If you have two children taught by the same teacher, you may book two slots in a row with that teacher.
- All conferences will take place on the third floor in designated rooms. You do not need to allow extra time to move between conferences.
- You are ALWAYS free to email a teacher directly to schedule a meeting outside of these two days.

**Thank you, Sarah!**  
You're all signed up for **Thurs 26 Oct 12:30-3:00pm.**

A confirmation email with an attached iCalendar has been sent to you.

- ✓ Whiteside - Art/Design  
Student's Name and Grade: Jack Levensky, 9  
Thu., 10/26/2017 12:30pm - 12:40pm CST
- ✓ Byerly - English Lang & Lit  
Student's Name and Grade: Rose Levensky, 6  
Thu., 10/26/2017 12:40pm - 12:50pm CST
- ✓ Mavec - Science  
Student's Name and Grade: Rose Levensky, 6  
Thu., 10/26/2017 12:50pm - 1:00pm CST
- ✓ Hedderson - Science  
Student's Name and Grade: Jack Levensky, 9  
Thu., 10/26/2017 1:20pm - 1:30pm CST

One more thing! Want to make it easier to sign up or edit your items in the future?  
Create a free SignUpGenius account

Back to Sign Up