

Parent Teacher Conferences – October 23 & 24

Appointment times are Wednesday, October 23 (2:00pm to 4:00pm) and Thursday, October 24 (2:00pm to 4:00pm and 6:00pm to 8:00pm). Most appointments will be held in the school rotunda, a map and greeters will be at the school entrance for assistance. Bookings can be made starting at 6:00pm on October 17 and bookings will close at 3:00 pm on October 22.





All appointments will take place in the school rotunda, there will be a map and greeters at the school entrance to help you if needed. The appointments will be 8 minutes in length with a 2 minute break to allow you to move to your next appointment.

Please note, teachers will not be able to see you without a booked appointment.

If you are unable to book an appointment because due to unavailability or schedule conflict, please contact teachers individually by email to make alternate arrangements. All teacher e-mails are available on our school website <http://mcmath.sd38.bc.ca/our-staff>

Please see below for instructions. Detailed instructions are available on our website if needed (mcmath.sd38.bc.ca).

School Appointments - Parent Instructions

1. Go to our school appointments website: www.mcmath.schoolappointments.com
2. **All accounts are reset each school year.** Register for an account by clicking the "REGISTER" menu tab and filling in the on-line form. Choose a user id and password for yourself and then click the "Register Now" button.
3. Add your children into the system by clicking the "Add a Student" button. Click "Insert New" button to add more children.
4. Click the "Book Appointments" icon beside each child's name to schedule appointments. Select the staff you wish to book appointments with, use the "Ctrl" or "Command" (for Mac) key to select multiple staff to view at the same time. Click the "View Calendars" button to view available appointment times. 
  
5. Click on available time slots to book your appointments. Click "Manage Students" to return to previous page and book for another child or click "View Appointments" to review and "Print appointments" to print if needed.