



ADR Parent/Student/Teacher Conferences Fall 2017

Parent/Student/Teacher conferences will be held on **Wednesday November 8th from 3:00pm to 7:00pm**. The purpose of these conferences is to bring yourself and your child together with the teachers to discuss your child's progress and develop strategies and goals for the school year. We invite all parent/guardians and students to participate in Parent/Student/Teacher Conferences, regardless of how well your child is doing.

Please note that classes will end at the regular time on conference day, but **on Friday November 10th classes will end at Noon**. Buses will run as usual. **Bus Riders will need to arrange for alternate transportation home**. Schools will be closed Monday November 13th in honour of Remembrance Day.

It is very important that your child attends the conference with you and, in preparation, you should bring the following:

- ✓ Your child's notebook binder for the subject
- ✓ Any questions that you might have about the subject

Parents book all ADR Parent/Student/Teacher Conference Appointments online. Computers with internet access are available at the Chilliwack Public Library, or here at AD Rundle for those who do not have access to the internet at home. **Teachers are not able to book appointments for you.**

You child can help you decide which teachers you and your child should meet with.

AD Rundle Teaching Staff 2017-2018

Teacher	CORE	Grades\Subjects	E-Mail
Erin Barisoff-Harris		Counsellor	erin_barisoffharris@sd33.bc.ca
Nicole Bertrand		Resource	nicole_bertrand@sd33.bc.ca
Nabil Blaeser	84	Gr. 8/Home Ec	nabil_blaeser@sd33.bc.ca
Aislinn Brennan	93	Gr. 9	aislinn_brennan@sd33.bc.ca
Cory Britton		Industrial Arts	cory_britton@sd33.bc.ca
Sonja Brose	75	Gr. 7	sonja_brose@sd33.bc.ca
Michele Bugden	74	Gr. 7	michele_bugden@sd33.bc.ca
Taleen Candy	72	Gr. 7	taleen_candy@sd33.bc.ca
Colin Creelman		Industrial Arts	colin_creelman@sd33.bc.ca
Lara Gilmore	85	Gr. 8/Home Ec	lara_gilmore@sd33.bc.ca
Melanie Guyot	95	Gr. 9	melanie_guyot@sd33.bc.ca
Dave Lewis	81	Gr. 8	dave_lewis@sd33.bc.ca
Sean Lightle	92	Gr. 9	sean_lightle@sd33.bc.ca
Katie Nguyen	91	Gr. 9	katie_nguyen@sd33.bc.ca
Lindsay Sanderson		Learning Support	lindsay_sanderson@sd33.bc.ca
Gerad Shea		PE/French	gerad_shea@sd33.bc.ca
Michelle Stewart	82	Band/Humanities	michelle_stewart@sd33.bc.ca
Darren Williamson	73	Gr. 7	darren_williamson@sd33.bc.ca

Principal: **Scott Wallace** (scott_wallace@sd33.bc.ca)

Vice-Principal: **Troy Gibbs** (troy_gibbs@sd33.bc.ca)





A. D. Rundle Middle School

BOOKING ADR P/S/T CONFERENCES ONLINE





Chilliwack
School District

1. REGISTER for an account

- ✓ Go to our school appointments web site: <http://adr.schoolappointments.com/>
- ✓ 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. All fields are required on the Parent Registration Form to create an account. Use the *School Access Code*: **ADR PST 2017**. Once you have successfully registered, you can add your children to your profile.

2. ADD STUDENTS

- ✓ Add your children into the system by clicking the "**Add a Student**" button. Click the "**Insert New**" button to add more children.
- ✓ Use the Pencil Icon () to make changes and the Delete Icon () to delete your entries if required.

3. SCHEDULE YOUR APPOINTMENTS



Calendar Icon

- ✓ Click the "**calendar**" icon beside each child's name to schedule appointments.
- ✓ Select the Teachers you wish to book appointments with. *Hold down the "Ctrl" (PC) or "Command" (MAC) key to select multiple teachers to view at the same time.* Click the "**View Calendars**" button. If you have more than one student at AD Rundle, the Teacher Appointment Calendars will display an additional feature to assist you in booking adjacent appointments.
- ✓ If you are unable to book an appointment with a particular teacher due to scheduling conflicts, you can click the "Call Back Request" box and the teacher will either call you at home, or send you an email.
- ✓ Click the "Book Appointments" button. Once the appointments are booked, the screen will display a list of your appointments.

4. VIEW/PRINT YOUR APPOINTMENT SCHEDULE

- ✓ When you are satisfied with the appointment schedule you created, click on the "RETURN TO HOME PAGE" button to access a screen with your students and appointments listed. You can continue to book additional appointments.
- ✓ Click the "Print Appointments" button to generate a printable PDF schedule which you can bring with you on Parent/Student/Teacher Conference Night

THE WEBSITE FOR CONFERENCE BOOKINGS WILL BE OPEN FROM
4:00PM on Thursday October 26th, 2017 to 11:00PM on Tuesday November 7th, 2017

If you don't have access to the internet or don't have an internet equipped computer, tablet or smart phone, you can use equipment at the school office.