



**MAQUOKETA COMMUNITY
SCHOOL DISTRICT**

www.MaquoketaSchools.org



612 South Vermont Street
Maquoketa, Iowa 52060
Phone: (563) 652-4984

10-5-2022

Dear Maquoketa Families,

We would like to invite you to attend our Parent-Teacher Conferences on Wednesday, October 12th and Thursday, October 13th. This is an important time for you to connect with your child(ren)'s teacher and discuss how their learning has progressed this school year.

Cardinal Elementary will have primarily in-person conferences but parents will have the option to use "Meet the Teacher" if they would like a virtual conference. Cardinal is using in-person conferences to encourage early school connections with families and it's easier for parents to see the learning artifacts of younger students in person as oftentimes this may not be through a paper assessment. However, families will use "Meet the Teacher" for scheduling regardless of attending in-person or virtually.

Briggs Elementary, the Middle School and the High School will have virtual conferences primarily and will use "Meet the Teacher" again this year. Cardinal and Briggs will have 20 minute conference times and MS and HS will have 10 minute conference slots. This program allows you to choose your own appointment times with teachers and receive an email confirming your appointments. The email will include a link that you will use for your video conference. We continue to use "Meet the Teacher" as our data has shown that by having a virtual option for 3rd-12th grade families our attendance and participation rate is higher than having primarily in-person conferences.

Please visit <https://maquoketaschools.meettheteacher.com/> to book your child's conference appointment. You will need your students' name(s) and birth dates. In addition, here is a [short guide](#) with step by step directions on how to book your appointment using "Meet the Teacher." If you have a child who attends Cardinal Elementary and you are attending in-person conferences, please note you will need to allow for travel time between your other child's conferences. Therefore, you will want to manually schedule your child's conferences in "Meet the Teacher" to allow for this travel time.

If you have challenges in scheduling your conferences please contact the office at your child's building, and they will be happy to add appointments on your behalf. We look forward to meeting with you to talk about your child's learning experience.

Yours sincerely,

Maquoketa Administrative Team

Tara Notz
Superintendent of
Schools

Kristy Haxmeier
Business Manager

Stacy Marcus
Director of Curriculum/
Instruction and Student Services

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