



Norwell Middle School

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Dear Families,

Spring parent-teacher conferences will be on Tuesday, April 11th. This year all conferences will be held in person and will be ten minutes in length. Teams have reached out to parents of students with academic concerns to schedule appointments for the upcoming conferences. Please be advised, these conferences are not utilized to review upcoming student placement.

Conferences are scheduled to allow parents to review their child's Semester two progress, and how to best support them moving forward. Note: Student placement for our 6th and 7th graders will be reviewed and sent out towards the end of April. After placements are sent out, parents are welcome to meet with me to review their child's placement.

Please review the following conference information and procedures for scheduling your appointments:

- "pickAtime" will be used to facilitate the scheduling process
- Conferences will be available from 12:00 pm to 2:30 pm and 5:00 pm to 7:00 pm and are 10 minutes in length
- The system will not allow you to schedule back-to-back appointments as you will not have enough time to travel to your next classroom
- Scheduling will be on a first come first served basis and tend to fill up quickly
- **pickAtime will be open to select appointments on Wednesday, April 5th at 7:00pm**
- Appointment scheduling will close on Monday, April 10th at 12:00 p.m.
- Once you make your appointments, you will receive a confirmation email that includes a printable schedule
- If there are no available appointment times remaining, please email the teacher directly
- This [link will provide detailed scheduling directions](#) and access to the pickAtime site

Please do not hesitate to contact the school with any questions.

Sincerely,

James Dupille
Principal, Norwell Middle School