



Gramercy Arts High School

40 Irving Place, 7th Fl.
New York, NY 10003
(212) 253-7076 phone
(212) 253-8095 fax

gramercyhs.org

Pamela Mudzingwa-Makina, Principal

We're committed to building a strong, equitable, and purposeful scholarly and artistic community that prepares all students to succeed in a college of their choice, and beyond.

Virtual Parent/Teacher Conferences Registration Instructions

Dear Parent/guardian,

Please register for our upcoming Virtual Parent Teacher Conferences on Thursday and Friday, November 12 & 13 of 2020. You will need to make individual appointments with teachers. Once you make appointments with our teachers you will receive email confirmations and reminders for your appointments. Each email confirmation contains the link for your appointments.

Parent Teacher Evening: 5:30pm-7:30pm

Parent Teacher Afternoon: 12:30pm-2:30pm

Please follow the steps below to make appointments with your child's teacher and/or counselor.

1. Please click this link: [Parent Teacher Conference Appointments](#)
2. Choose either Thursday, November 12 or Friday, November 13 depending on your availability to speak to teachers



Gramercy Arts High School

Virtual Parents/Teacher Conferences November...
15 minutes
Free

November 12

< > November 2020

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Select staff (optional)

Anyone

5:30 pm	5:45 pm	6:00 pm
6:15 pm	6:30 pm	6:45 pm
7:00 pm	7:15 pm	

3. Under "Select Staff (optional)" click the little under arrow



Gramercy Arts High School

Virtual Parents/Teacher Conferences November...
15 minutes
Free

November 12 with Montanino Danielle

< > November 2020

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Select staff (optional)

Montanino Danielle

- Kim Myung Sik Available
- Pasternack Robert Available
- Montanino Danielle Available**
- Lilla Jonathan Available
- Powell Kimberly Available



4. A drop down menu will pop up with teacher names

5. Please scroll up/down and choose the teachers you would like to speak to. Please check in Skedula and/or with your child's school program for the names of your child's teacher.

6. Please choose the time you prefer from all the available now

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Virtual Parents/Teacher Conferences November...
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November 12 with Montanino Danielle

< > November 2020

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Select staff (optional)

Montanino Danielle

5:30 pm	5:45 pm	6:00 pm
6:15 pm	6:30 pm	6:45 pm
7:00 pm	7:15 pm	

7. Scroll at the bottom of the page and type your name, email address and phone.

8. Click the little box below "Get booking confirmation and reminder via text message. Message and data rates may apply" only if you want to get a text confirmation and reminders. **Please remember that message and data rates may apply to you if you agree.** Please check with your cellphone service carrier for if rates apply to you.

⌚ All times are in (UTC-05:00) Eastern Time (US & Canada) ▼

**Add your details**

Name		Please let us know if you have any special requests. Thank you.
Email		Notes (optional)
United States +1 ▼	Phone number	
Address (optional)		

Provide additional information

What is the name of the child attending our school? Cual es el nombre del estudiante?

Do you need translation? Please indicate your preference language. Necesita traduccion? Por favor indique su idioma de preferencia.

Get booking confirmation and reminder via text message. Message and data rates may apply.



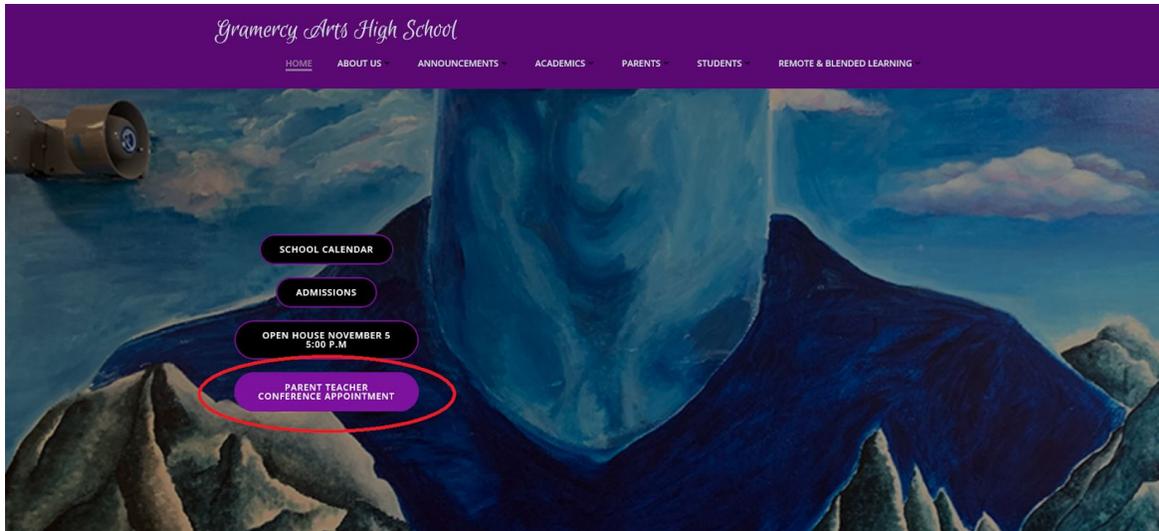
9. Please click where it says "Book"

10. Please go and open the email confirmation you received in the email you used to register

11. Please click to confirm your appointments with teachers

12. On the date and time of your virtual meetings, please open your email confirmations to access the links to connect with teachers you made the appointment with.

If you are having trouble with the link above, please visit our website www.gramercyhs.org. Located on the home page you will find a button called parent/teacher conferences scheduling, click this option and follow the steps above.



Please remember that you have to follow the same steps above to make appointments for each teacher of your child. If you need to reschedule or cancel any appointment you make please refer to the email confirmations you will receive. Please email our Parent Coordinator Mr. McAlpine mmcalpine@gramercyhs.org. if you have further questions.

Finally, please note that on Friday November 13, 2020, synchronous live instruction will only occur period 1, 2, and 3 in preparation for afternoon Parent teacher conferences. If your child comes to school on this day they will be released at 11:10 a.m.. All other periods will have work posted for students to complete individually.

Thank you,
Pamela Mudzingwa-Makina
Principal
Gramercy Arts High School - "Art as a Pathway for thinking"
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New York, NY
10003
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