



RIVERVIEW HIGH SCHOOL

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November 10th, 2020

Dear Parents and Guardians,

We hope you are able to take some time tomorrow to slow down in this busy world and honour Remembrance Day. Although we could not have our traditional in-person ceremony this year, students did take part in a virtual Remembrance Day activity with their classmates both yesterday and today. Also, as a reminder, with school closed tomorrow, students on track B will attend school on Thursday.

Today, we also want to inform you about report cards and upcoming parent teacher interviews. At 3:20PM on Thursday and Friday, students will be provided with a paper copy of their report card by their homeroom teacher. On Friday at 4:00PM, parents and guardians will also be able to login to the PowerSchool Public Portal to review this same information. The address for this portal is: <https://sisasde.nbed.nb.ca/public/home.html> To access the portal, you will need to have created an account with the information sent home with students at the beginning of this school year. The information on the portal and the report card are the same.

Parent Teacher Interviews will take place on Thursday, November 19th from 6:00PM-8:30PM and on Friday, November 20th from 11:00AM-12:00 noon and 1:00PM-3:30PM. All interviews will take place by appointment only and they will be conducted over the telephone. Beginning on Monday, November 16th, you can begin booking your appointment for these interviews. We are trying a Microsoft software system for these bookings and ask for your patience with any errors that appear. To make an appointment:

1. Please visit the corresponding site
 - Teachers for the grade 9 morning program: <https://bit.ly/3nbtLc>
 - All other grade 9 teachers and those teachers for grade 10, 11, and 12 classes: <https://bit.ly/3pj4ltq>
 - For this site, you will need to select a “service” by clicking on the boxes at the top of the screen. The system we are using had a maximum number of names we could include for staff, so we needed to create three separate “services” and divide staff alphabetically among these “services”.
2. From the dropdown box, select the name of the staff member with whom you want to book an appointment (please note, staff names are not in alphabetical order -unfortunately the system does not allow for this)
 - For the grade 9 morning program, please select the name of the lead teacher.
3. On the calendar, choose the date
4. Choose one of the available time blocks from the right-hand side
5. Provide your name, email address, preferred contact phone number for the teacher to call during your appointment, your child’s name, and if there is anything specific you want to discuss
6. Read and check the confirmation at the bottom of the page
7. Click “Book”

Your information will automatically appear in the teacher’s calendar and you will receive an email at the address you provided when making the booking. The email message you receive will have the date and time of your appointment and a link to manage your appointment.

We have tested this system on Apple mobile devices and computers using both Microsoft Edge and Google Chrome. Other browsers and devices may not work with this system.

Teachers will do their best to call you at the appointed time using the phone number you provided. If they are late, please be patient as they are probably trying to wrap-up a previous call. When calling, teachers will be using phone systems that block the incoming caller ID or it may show up as PNB for the Province of New Brunswick. Caller ID will not show Riverview High School or the teacher's name.

As requested by our Parent School Support Committee, each interview will last a maximum of ten minutes. If you need additional time, you will need to request an appointment with the teacher outside of parent teacher interviews. We have estimated that we will have the same number of appointments using this system as would have been available during in-person interviews. If you are having difficulty making a booking with a specific teacher, please email the teacher to setup a mutually agreeable alternative time for a phone call.

We hope this information is helpful.

Please take care,

Jason Reath
Principal