

Dear Parent/Guardian,

Parent Teacher Conferences for Mayfield High School will be held on Tuesday, November 22nd from 3:00 - 9:30 pm. All conferences must be scheduled through the Meet The Teacher Conference Scheduler. The scheduler will allow parents or guardians to set up a video conference. If you prefer to come in person during your scheduled time you are able to do so. Conferences may take place in-person or remotely. Please use the link below to access the conference scheduler platform.

Meet The Teacher Scheduler <https://mayfielddistrict.meettheteacher.com/>

Please see the attached pages for instruction on using Meet the Teacher, including how to book appointments. [Parent Guide to Booking Appointments](#)

Your login information is your child's legal name and birthdate.

The **website will open on October 31st** at noon and will close on Friday, November 18, 2022 at 11:55 pm. We anticipate a large response and the conference slots will be scheduled on a first come, first serve basis. If you need assistance with scheduling using this program, please contact Ms. Kraft at 440-995-6820.

A shortened school day schedule will be in place for November 22nd and students will be dismissed at 1:52 pm. This will allow for teachers to prepare for the scheduled conferences to begin promptly at 3:00 pm.

#### Modify Bell Schedule

Period	Start	End
Warning Bell	7:38:00 AM	7:38:00 AM
1	7:40:00 AM	8:20:00 AM
2	8:25:00 AM	9:10:00 AM
3	9:15:00 AM	9:55:00 AM
4	10:00:00 AM	10:44:00 AM
4A	10:00:00 AM	10:21:00 AM
4B	10:23:00 AM	10:44:00 AM
5	10:49:00 AM	11:33:00 AM
5A	10:49:00 AM	11:10:00 AM
5B	11:12:00 AM	11:33:00 AM
6	11:38:00 AM	12:22:00 PM
6A	11:38:00 AM	11:59:00 AM
6B	12:01:00 PM	12:22:00 PM
7	12:27:00 PM	1:07:00 PM
8	1:12:00 PM	1:52:00 PM

Please note: **All Excel TECC programs will dismiss at their normal time and transportation will remain at 3:00 pm**

We look forward to meeting with you on November 22nd!