# ST. THERESE CATHOLIC SCHOOL NOTES & REMINDERS September 19, 2024

Visit us on our website, www.stthereseschool.com

or on Facebook, www.facebook.com/sttheresecatholic

- September 20<sup>th</sup>, Friday NO SCHOOL Teacher PD Day
- September 26<sup>th</sup>, Thursday 1<sup>st</sup> Mid-Trimester Ends
- September 27<sup>th</sup>, Friday <u>NOON DISMISSAL</u>
- October 2<sup>nd</sup>, Wednesday 1<sup>st</sup> Mid-Trimester Ends
- October 3<sup>rd</sup>, Thursday <u>NO SCHOOL</u> A.M. Teachers Work Morning
  P.M. Parent/Teacher/ Student Conferences, 1 P.M. to 7 P.M.

Please make sure to schedule your conference time thru Sycamore.

- October 4<sup>th</sup>, Friday <u>NO SCHOOL</u> Parent/Teacher/Student Conferences, 7 A.M. to 12 Noon Please make sure to schedule your conference time thru Sycamore.
- October 7<sup>th</sup>, Monday NO SCHOOL



#### A Note from our Principal, Mr. Vaughan:

We are blessed to have two school counselors on staff this year: Meg Beckman and Paulina Gutierrez. Mrs. Beckman serves our students on Mondays and Wednesdays, and Mrs. Gutierrez is in the building on Tuesdays and Thursdays. As a native Spanish speaker, Mrs. Gutierrez will likely work primarily with students and families for whom Spanish is the primary language. Mrs. Beckman and Mrs. Gutierrez are in the process of checking in with all of our new students to see how their transition to St. Therese is coming along and to offer any necessary support and guidance.

Fall Parent/Teacher/Student conferences are quickly approaching! Please see the information in today's Notes & Reminders regarding how to sign up for conferences using Sycamore. All families are asked to attend fall conferences so that we can collaborate and partner with you in the work of forming your child(ren) academically, spiritually, and emotionally. Please sign up today!

You are all in my prayers every day.

Sycamore Family Information Update — we would like all parents to update your family information in your parent portal in Sycamore. We know over time there could be changes to addresses, e-mail, phone numbers, etc. and this is a good time to do some updating!!

To access the Sycamore school online system do the following:

- Open the URL <a href="https://stthereseschool.com/">https://stthereseschool.com/</a>, go to the "Parent Resources" tab at the top of the page, scroll down and click on "Sycamore Login"
- Login with your own parent account (not your student's)
- Scroll down on left side to "My Family", click on item to update.



• MAKE SURE TO CLICK "UPDATE" OR YOUR NEW INFORMATION WILL NOT BE SAVED!

 $ENCLOSURES\ IN\ THIS\ WEEK'S\ THURSDAY\ FOLDER:\ (any\ flyer\ enclosed\ with\ this\ newsletter\ that\ is\ not\ a\ St.\ Therese$ sponsored event).

Parent/Teacher/Student Conference Scheduling Letter

Assurance Statement of Compliance with the purposes of Title IX Education Act

The Catholic schools of the Archdiocese, under the jurisdiction of the Archdishop, and at the direction of the Superintendent, attest that none of the Catholic schools discriminates on the basis of sex in its admission policies, its treatment of students or its employment practices.

Notice of Student Non-Discrimination Policy

The Catholic schools of the Archdiocese of Denver, under the jurisdiction of Archbishop Samuel J. Aquila, S.T.J. and at the direction of the Superintendent, state that all of their Catholic schools admit students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the schools. Furthermore, Archdiocesan schools admit handicapped students in accord with the policy on Admissions in the Archdiocese of Denver Catholic Schools Administrator's Manual. These schools do not discriminate on the basis of race, age, handicap, color, national or ethnic origin in the administration of their educational policies, employment practices, scholarship and loan programs, or athletic or other school administered programs.



## St. Therese Catholic Classical School

#### Fall 2024 Parent/Teacher Conference Scheduling

September 19, 2024

Dear Parents/Guardians,

Please accept this letter as an official notification for scheduling your Fall 2024-2025 Parent/Teacher Conferences (PTC). Notice, the conferences will take place the following days:

- > Thursday Oct. 3<sup>rd</sup> from 1:00 P.M. to 7:00 P.M.
- Friday Oct. 4th from 7:00 A.M. to 12:00 Noon
- Conference appointments will be scheduled on a first come, first serve basis using **Sycamore** login. If you do not have Internet access, please contact the school office for assistance.
- ➤ If you in need of a **translator** please contact the school office **before September 30<sup>th</sup>**.

It is mandatory that your student be present during the conference. In the event you are unable to attend the conference day or unable to reserve your preferred meeting time, please contact your student's individual teacher to set up an appointment for another date and time. For middle school students, these will be student led conferences (SLC).

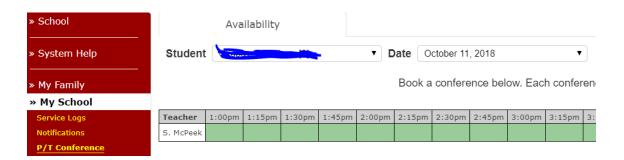
The PTC scheduling will be available in the Sycamore system on Thursday, Sept. 19<sup>th</sup> by 4:00 P.M. To schedule your PTC appointment, access the Sycamore school online system as followed:

- Open URL <a href="http://www.stthereseschool.com/">http://www.stthereseschool.com/</a>, click the SYCAMORE link under Parent/Student Information tab. Login with your own account (not your student's). Please call if you have any login issues.
- Another way to access Sycamore: <a href="http://app.sycamoreschool.com/index.php?schoolid=1343">http://app.sycamoreschool.com/index.php?schoolid=1343</a>

Below are the instructions to use P/T conference scheduling in Sycamore. After logging in, you will see a drop-down menu:

#### My School Menu | P/T Conference

You will be able to sign up for conferences for each of your students. Choose the date, the student name, and the Teachers name. If the date has been locked, you will see a red "No Dates Available" message at the top. If you do not see that, click on the time frame box for a specific teacher and schedule your appointment. Once you confirm the time, you will need to contact the school if you need to change it.





### St. Therese Catholic Classical School

### Programación de conferencias entre Padres y Maestros para el Otoño de 2024

19 de Septiembre de 2023

Estimados Padres / Tutores,

Por favor acepte esta carta como una notificación oficial para programar sus Conferencias de Padres / Maestros (PTC) del Otoño 2024-2025. Aviso, las conferencias tendrán lugar los siguientes días:

- Jueves, 3 de Octubre a partir de la 1:00 p.m. a 7:00 p.m.
- Viernes 4 de Octubre a partir de las 7:00 a.m. a las 12:00 del mediodía
- Las citas de la conferencia se programarán por orden de llegada con el inicio de sesión de Sycamore. Si no tiene acceso a Internet, comuníquese con la oficina de la escuela para obtener ayuda.
- Si necesita un traductor, comuníquese con la oficina de la escuela <u>antes del 30 de</u> <u>Septiembre</u>.

Es obligatorio que su estudiante esté presente durante la conferencia. En caso de que no pueda asistir al día de la conferencia o no pueda reservar su hora de reunión preferida, comuníquese con la maestra individual de su estudiante para programar una cita para otra fecha y hora. Para los estudiantes de escuela intermedia, estas serán conferencias lideradas por estudiantes (SLC).

<u>La programación de PTC estará disponible en el sistema Sycamore el Jueves, 19 de Septiembre, a las 4:00 P.M.</u> Para programar su cita de PTC, acceda al sistema en línea de la escuela Sycamore de la siguiente manera:

- Abrir URL <a href="http://www.stthereseschool.com/">http://www.stthereseschool.com/</a>, haga clic en el enlace **SYCAMORE** en la pestaña Información para padres / alumnos. Inicie sesión con su propia cuenta (no la de su estudiante). Por favor llame si tiene algún problema de inicio de sesión.
- Otra forma de acceder a Sycamore: http://app.sycamoreschool.com/index.php?schoolid=1343

A continuación se encuentran las instrucciones para utilizar la programación de conferencias P / T en Sycamore. Después de iniciar sesión, verá un menú desplegable:

#### Mi menú escolar | Conferencia P / T

Podrá inscribirse en conferencias para cada uno de sus alumnos. Elija la fecha, el nombre del alumno y el nombre del profesor. Si la fecha ha sido bloqueada, verá el mensaje rojo "No hay fechas disponibles" en la parte superior. Si no ve eso, haga clic en el cuadro de marco de tiempo para un maestro específico y programe su cita. Una vez que confirme la hora, deberá ponerse en contacto con la escuela si necesita cambiarla.

