



## Cherry Hill Public Schools

### Beck Middle School

950 Cropwell Road  
Cherry Hill, NJ 08003  
856.424.4505 FAX 856.424.8602

**Bernard O'Connor, Principal**  
Albert Morales, Ed. D., Assistant Principal  
Sukhpreet Singh, Assistant Principal



November 15, 2018

Dear Parents and Guardians:

Parent/Teacher conferences are scheduled to take place on the dates listed below. If you would like to request a Parent/Teacher in order to communicate directly with your child's teachers regarding your child's progress, please follow the directions below. Conferences can be scheduled during the following dates and times.

<b>Monday, November 26, 2018</b>	<b>6:00-8:00 PM</b>
<b>Tuesday, November 27, 2018</b>	<b>1:30-3:30 PM</b>
<b>Wednesday, November 28, 2018</b>	<b>6:00-8:00 PM</b>
<b>Thursday, November 29, 2018</b>	<b>1:30-3:30 PM</b>

The students will be dismissed at **12:15 PM** each of these days.

To give greater flexibility in scheduling parent/teacher conferences Beck Middle School has made conference schedules available via the internet. The online scheduler will be available through **Sunday, November 25, 2018**. Appointments are available on a first come, first served basis. Our scheduling system will allow you to schedule with your child's Team of teachers, which would include Language Arts, Humanities, Science and Math. World Language, ESL, Exploratory classes, Phys Ed, Band, Orchestra, and Ms. Katz's math classes can be scheduled separately.

If you do not have internet access to schedule your conference, contact us via phone at 856-424-4505

6 <sup>th</sup> grade Mrs. James	ext 3138	<a href="mailto:rejames@chclc.org">rejames@chclc.org</a>
7 <sup>th</sup> grade Mrs. Lane	ext 3137	<a href="mailto:jlane@chclc.org">jlane@chclc.org</a>
8 <sup>th</sup> grade Mrs. Malcarney	ext 3138	<a href="mailto:mmalcarney@chclc.org">mmalcarney@chclc.org</a>
Guidance Secretary	ext. 3124	<a href="mailto:dwilloth@chclc.org">dwilloth@chclc.org</a>

#### **Step-by-step parent/guardian instructions to access online scheduler**

- Enter the following web address <https://www.canyoncreeksoftware.com/scheduler/nj/cherryhill/index.cfm>
- From the online scheduler home page choose Beck Middle School from the drop down list and click "GO"
- Enter the school password BOBCATS
- Enter your students 7-digit ID #
- Enter your child's birthdate.
- A list will show your child's team # and any individual teachers that you may schedule a conference with for your child.
- Always check the team box and then any additional boxes for teachers you may wish to schedule with.
- If you have more than one student in the school, you can see all of your students' teachers' schedules at one time by answering YES to this question, "Do you want to schedule conferences for another student?" then repeat the steps above for the other student. If you only have one student, answer "NO" to this question.
- You will see the available time slots for each teacher you selected.
- Select the times that work best for your schedule,
- Enter your e-mail address(recommended) if you would like an email reminder sent to you (your email address is kept private.)
- Once you have finished you can confirm your appointment details and print your conference schedule.
- Please write down the confirmation number (**you will need this number to cancel or reschedule your appointment.**)

Our teachers are looking forward to your visit to discuss your child's educational experience at Beck Middle School. Together, we can make this experience a challenging and rewarding endeavor.

Sincerely,

Bernard O'Connor  
Principal