



The mission of the Three Village Central School District, in concert with its families and community, is to provide an educational environment which will enable each student to achieve a high level of academic proficiency and to become a well-rounded individual who is an involved, responsible citizen.

Paul J. Gelinas Junior High School

Corinne Keane, Principal
William Corrao, Assistant Principal

Dear Parents or Guardians:

The district has scheduled the evening of **Tuesday, November 28, 2023, for Parent-Teacher Conferences at PJ Gelinas Junior High School, from 5:30 p.m. until 8:30 p.m.** The purpose of these in person conferences is to provide additional time during non-school hours for parents or guardians to meet with their children's teachers. Parents who have concerns with their child's progress are strongly encouraged to attend.

Please be advised that we only offer on-line registration for making these appointments to see your child's teachers. It is very user-friendly. Appointments are filled on a first come-first served basis, and they do fill up fast. Conferences are by appointment only.

Please read through the bulleted items below to assist you in making your appointments:

- The Parent Teacher Conference link will be open to schedule appointments on Monday, November 13th, 2023 at 9:00 a.m. and close at 3:00 p.m. on Wednesday, November 22nd, 2023. **The link is:** <https://teacherreacher.com/site/index.cfm>
- The link to access the Teacher Reacher Parent Guide is located on our website.
- **If you are a first-time user**, you need to create an account. This can be done at any time using the aforementioned link; however, you will not be able to schedule appointments until 11/13/23. **WE STRONGLY RECOMMEND THAT YOU CREATE AN ACCOUNT PRIOR TO 11/13/23.**
- **If you have previously set up an account**, please check to make sure that your child is still linked to your account from last year. If you need to add a child to your account, please log in and click 'Add Child' at the top of the page. Then you will enter your child's first name, last name, and birthdate. After you hit enter your child should appear below so you can select his/her name. If you have any problems, please refer to the Parent Guide. This can be done at any time using the aforementioned link.
- Have your child's schedule handy and begin making appointments by following the prompts.
- When done, make sure you print out a copy to bring with you to assist in keeping track of where you need to be. Please note that room numbers for the Parent-Teacher Conferences are shown next to the teacher's name on the printed out schedule.

Each appointment will be no longer than 10 minutes. Please respect the teacher's and the other parents' time schedule by arriving and leaving on time. The Parent-Teacher Conference Night will end promptly at 8:30 p.m.

As in the past, if you are unable to attend on the scheduled conference date or are closed out, you may request an appointment with your child's teacher at a mutually agreed-upon time. We strongly encourage you to participate in this evening and look forward to seeing you. If you are having trouble with the site or have any further questions, please call 730-4700 for assistance.

Sincerely,

Corinne Keane
Principal

William Corrao
Assistant Principal

25 Mud Road ■ Setauket, New York 11733-1499 ■ Telephone: (631) 730-4700

Dr. Kevin Scanlon, Superintendent of Schools
Jeffrey Carlson, Deputy Superintendent
Dr. Gary Dabrusky, Assistant Superintendent, Human Resources
Dr. Brian Biscari, Assistant Superintendent, Educational Services

Step 1

Create Account

You can create an account with our company by filling out the form below on the www.teacherreacher.com website:

- Click the "SignUp" link in the upper right corner
- Select your school district
- Enter your first and last name
- Enter your email address
- Enter a password
- Enter the Captcha code
- Check your email account for an activation email from donotreply@teacherreacher.com

TeacherReacher® WHY TEACHERREACHER? SUPPORT ABOUT US CONTACT US LOGIN SIGN UP

Create a TeacherReacher Account

Notice: If you have used TeacherReacher® in the past your account is still active and you do not need to create a new account.

All parents wishing to meet with their child's teachers during Parent Teacher Conferences must fill out the form below in order to establish a TeacherReacher® account.

How to create a TeacherReacher® Account:

Fill out the form below and click the "Create Account". *If you Check your Email Account for an email with the subject "TeacherReacher - Activation Email".

Note: Depending on your Email service you may need to check the "Junk Mail" folder.

Open Email and click the "Activation Link" or paste the "Activation Link" into a web browser (like Internet Explorer or Mozilla Firefox).

After going to the web page sent in the email, you will be informed that your account has been activated.

Using your email address (as your username) and password, you will be able to log on to the TeacherReacher.com® and schedule meetings.

After logging on you can add children to the account. This can be done via the "Add Child" link.

[*scheduling dates](#) Check your schools. You may only sign up

Choose district

parent first name

parent last name

parent email

password

retype-password

Phone Number

please type what you see:

2 2 3 N N B

enter captcha

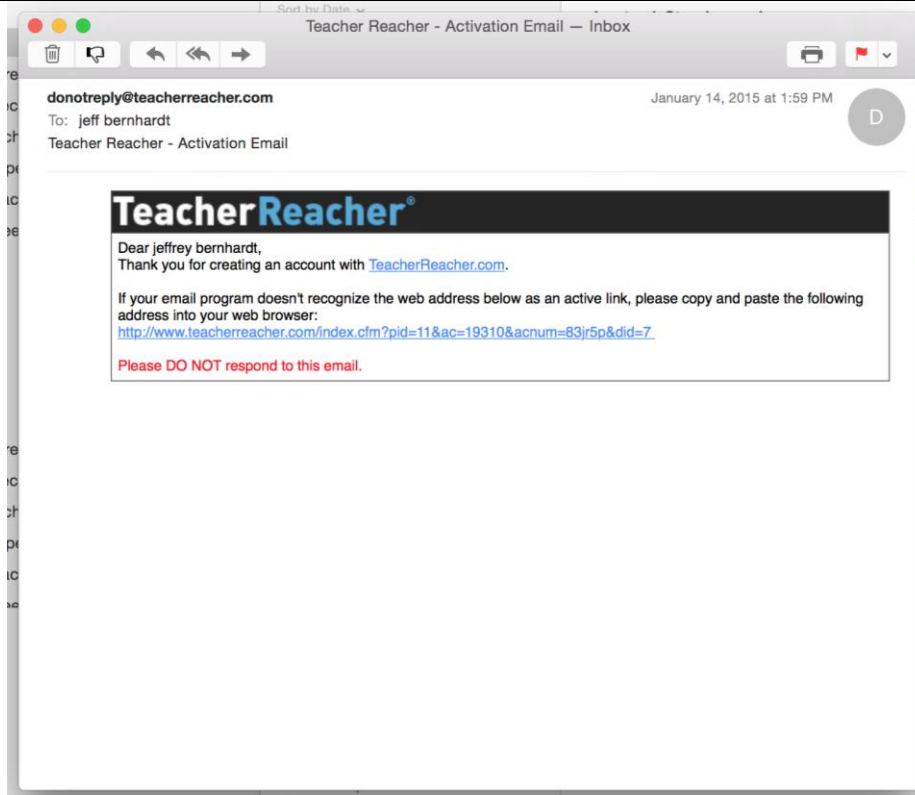
reload

CREATE ACCOUNT

Step 2

Activate your Account

Check your email account for an email from admin@teacherreacher.com.
Open email and click link inside.



Step 3

Add Children

- Select the school
- Enter Child's Name (as registered in the school district)
- Enter the Child's birth date
- Click "Find Student"
- Select the correct student from the list below.
- Click "Add Student"
- Repeat.

TeacherReacher®[MY ACCOUNT](#)[CONFERENCE SCHEDULER](#)[ADD CHILD](#)[SUPPORT](#)[LOGOUT](#)

CURRENT CHILDREN

No Children Registered

SEARCH DATABASE

Choose School

Demo Middle School

First Name:

mary

Last Name:

bernhardt

Birth Date:

May

28

2009

FIND STUDENT

Step 4

Choose Conference Type

Parent Teacher – Are the standard, one-day conference in which parents choose times to meet with teachers.

Events – Are conferences that held over several days. An example of this type of conference would be 11th Grade Guidance Meetings. In this situation the parent has a choice of several days in which to choose and appointment.

Seminars – Are meetings that have one start time and a limited number of seats. An example of this would be extra help sign up.

TeacherReacher®

[MY ACCOUNT](#) [CONFERENCE SCHEDULER](#) [ADD CHILD](#) [SUPPORT](#) [LOGOUT](#)



PARENT TEACHER →



EVENTS →



SEMINARS →

Step 5

Schedule Appointments Part 1

Click on the "MAKE APPT." link under the **Conference** name.

Note: You can only make appointments when scheduling is open.

Click the Scheduling Dates link to see when scheduling will be open.

TeacherReacher®[MY ACCOUNT](#)[CONFERENCE SCHEDULER](#)[ADD CHILD](#)[SUPPORT](#)[LOGOUT](#)

Larry Parent's PTC Schedule

Core					
Date/Time	Room	Teacher	Student	Swap	Delete
01/09/15 2:50 - 3:00		Erbe	Julia Student	Closed	Closed
02/27/15 2:50 - 3:00		Dr. Danker	Julia Student		
Elective					
Date/Time	Room	Teacher	Student	Swap	Delete
01/09/15 2:30 - 2:40		Dr. Anderson	Julia Student	Closed	Closed

Demo Middle School Conference Dates

Julia Student		
Date	Appointment Total	
Test Parent Teacher 1 01/09/15 Scheduling Closed	Type	Current / Max Appts.
	Core:	1 / 3
	Elec.:	1 / 2
Parent Teacher Demo 02/27/15 MAKE APPT.	Type	Current / Max Appts.
	Core:	1 / 4
	Elec.:	0 / 2

Step 6a – Sorted by Department

Schedule Appointments Part 2

- Click on an Academic Department.
- Click on a teacher.
- Choose an available time.
- Click the “Submit” button.
- Go back to **Step 5** and repeat

The screenshot shows the TeacherReacher website interface. At the top is a dark navigation bar with the logo and links for MY ACCOUNT, CONFERENCE SCHEDULER, ADD CHILD, SUPPORT, and LOGOUT. Below this is a light blue sidebar with a list of departments: CORE, ART, ENGLISH, MATH, MATHEMATICS, SCIENCE, SOC STUD, TECH, ELECTIVE, FAMCONS, HOME AND CAREERS, and LOTS. The main content area is white and contains a 'Choose Time' section with two columns of radio button options for 10-minute slots. The 2:50 PM - 3:00 PM slot is selected and marked as unavailable. Below this is a 'Suggested topics for conference' section with checkboxes for Grades, Behavior, Homework, and Tests. At the bottom is an 'Enter specific questions' section with a text input field and a 'MAKE APPOINTMENT' button.

TeacherReacher® MY ACCOUNT CONFERENCE SCHEDULER ADD CHILD SUPPORT LOGOUT

DEPT ALPHA MY TEACHERS

CORE

ART

Michael Depenna

Janice Learner

Jennifer Munz

Larry Sands

ENGLISH

ESL

MATH

MATHEMATICS

SCIENCE

SOC STUD

TECH

ELECTIVE

FAMCONS

HOME AND CAREERS

LOTS

Choose Time

☐ 1:00 PM - 1:10 PM ☐ 2:00 PM - 2:10 PM

☐ 1:10 PM - 1:20 PM ☐ 2:10 PM - 2:20 PM

☐ 1:20 PM - 1:30 PM ☐ 2:20 PM - 2:30 PM

☐ 1:30 PM - 1:40 PM ☐ 2:30 PM - 2:40 PM

☐ 1:40 PM - 1:50 PM ☐ 2:40 PM - 2:50 PM

☐ 1:50 PM - 2:00 PM ☒ 2:50 PM - 3:00 PM - you have an appt. at this time

Suggested topics for conference

If desired you may suggest area of interest to you

☐ Grades ☐ Behavior

☐ Homework ☐ Tests

Enter specific questions

You have 100 characters left.

MAKE APPOINTMENT

Step 6b-Sorted Alphabetically

Schedule Appointments Part 2

- Click on a teacher.
- Choose an available time.
- Click the “Submit” button.
- Go back to **Step 5** and repeat

TeacherReacher®

MY ACCOUNTCONFERENCE SCHEDULERADD CHILDSUPPORTLOGOUT

DEPTALPHAMYTEACHERS

Core

Dean Banks

Susanne Barris

Jon Barrow

Maria Beliz

David Bendo

Antonella Bernarg

Jeff Bernhardt

Olga Ciceros

Eric Cornillo

Jane Danker - already booked

Michael Depenna

Paul Derling

Allison Entelle

Louise Erbe

Lisa Fallon - already booked

Michael Fane

Kerri Free

Vincent Goodspeed

Choose Time

☐ 1:00 PM - 1:10 PM

☐ 1:10 PM - 1:20 PM

☐ 1:20 PM - 1:30 PM

☐ 1:30 PM - 1:40 PM

☐ 1:40 PM - 1:50 PM

☐ 1:50 PM - 2:00 PM

☐ 2:00 PM - 2:10 PM

☐ 2:10 PM - 2:20 PM

☐ 2:20 PM - 2:30 PM

☐ 2:30 PM - 2:40 PM

☐ 2:40 PM - 2:50 PM

☒ 2:50 PM - 3:00 PM -

you have an appt. at this time

Suggested topics for conference

if desired you may suggest area of interest to you

☐ Grades

☐ Behavior

☐ Homework

☐ Tests

Enter specific questions

You have 100 characters left.

MAKE APPOINTMENT

Step 6c-Sorted According By the Students Teachers

Schedule Appointments Part 2

- Click on a teacher.
- Choose an available time.
- Click the “Submit” button.
- Go back to **Step 5** and repeat

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MY ACCOUNTCONFERENCE SCHEDULERADD CHILDSUPPORTLOGOUT

DEPTALPHAMY TEACHERS

Core
Lisa Fallon - *already booked*
Craig Lander
Meghan Miso
Gretchen Okios
Elective
Doreen Betio
Danielle Trinaz
Brian Willeman

Choose Time

☐ 1:00 PM - 1:10 PM
☐ 1:10 PM - 1:20 PM
☐ 1:20 PM - 1:30 PM
☐ 1:30 PM - 1:40 PM
☐ 1:40 PM - 1:50 PM
☐ 1:50 PM - 2:00 PM

☐ 2:00 PM - 2:10 PM
☐ 2:10 PM - 2:20 PM
☐ 2:20 PM - 2:30 PM
☐ 2:30 PM - 2:40 PM
☐ 2:40 PM - 2:50 PM
☒ 2:50 PM - 3:00 PM -
you have an appt. at this time

Suggested topics for conference

If desired you may suggest area of interest to you

☐ Grades☐ Behavior
☐ Homework☐ Tests

Enter specific questions

You have 100 characters left.