



# Marshfield Public Schools

EAMES WAY ELEMENTARY SCHOOL 165 Eames Way Marshfield, MA 02050  
■ PH 781-834-5090 ■ FAX 781-834-5094 ■ [www.mpsd.org](http://www.mpsd.org)

William J. Campia, Principal Jean Milch, Assistant Principal

Parent Teacher Conference  
Schedule Your Appointment Now  
Trimester 2

Dear EWS Families:

All elementary schools utilize **online conferencing** through the site **PTCFAST**. Trimester 2 Parent-Teacher Conferences will be held Tuesday, evening, March 19, 2019, (6:00-8:00 p.m.) and on Thursday afternoon, March 21, 2019, (1:30-3:30 p.m.). On-line conferencing allows you to be in charge of your conference schedule and provide greater equity in terms of parent accessibility to teachers/specialists.

### Accessing PTCFAST.com

At the close of school on Friday, March 15<sup>th</sup> (@3:45 p.m.) the following link will become live:

[http://www.ptcfast.com/schools/Eames\\_Way\\_School](http://www.ptcfast.com/schools/Eames_Way_School)

A list of all teachers will be displayed.

- Click on the names of your child's teacher(s) with whom you wish to conference with.
- Select a time and enter the required information (children and parent's name and email).
- PTCFAST.com will send you an email confirmation. The email will give you all the information you need should you need to change your appointment and will send you a reminder of appointments.

As always, appointments book quickly and are on a first come, first serve basis. If you are unable to access an appointment with your child's teacher, please contact that teacher to discuss your child at a later date/time. If you do not have access to a computer, please contact the EWS Office to request a conference. Should you have any questions about the scheduling process please contact Jean Milch, Assistant Principal at 781-834-5090 or [jmilch@mpsd.org](mailto:jmilch@mpsd.org).

Sincerely,  
Eames Way School

*Eames Way School "A Community of Learners"*