

**RUNNEMEDE PUBLIC SCHOOLS  
MARY E. VOLZ**

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**Steve Pili**  
Principal

**Steve Maloney**  
Assistant Principal

10/29/24

Dear Parents / Guardians,

Beginning Friday, 11/1/24, you will have an opportunity to schedule a conference with your child's teacher(s). By logging into your Realtime Parent Portal you will see a conference tab on the left side. Click that tab, and select your preferred time. There is a demonstration video link below if you need assistance. Parent-teacher conferences are scheduled for 11/13, 11/14, and 11/15. You may schedule conferences for more than one teacher, and any other staff member who is involved in your child's education such as: a school nurse, counselor, CST member, or interventionist. If you would like a virtual conference, please sign up, and email the teacher your preference. Additionally, if you would like to conference with a teacher that is not connected to your child in Realtime, (for example: Speech, Nurse, Counselor) please email them directly and they will work with you to select a time. As a reminder all staff member emails can be found on our [staff list](#) located on the Volz Website in the side navigation menu.

**The last day to schedule conferences will be November 11, 2024, after that date you must contact the teacher directly.**

[Signing Up for Parent/Teacher Conferences Using Realtime](#)

Thank you,

Steve Pili  
Principal