



# St. Gregory the Great Academy

A Ministry of the Church of St. Gregory the Great

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Rev. Michael T. McClane, Pastor

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## Incoming Kindergarten Assessment Summer 2020

Students who will be entering Kindergarten for the 2020-2021 school year will be assessed to establish a baseline in areas including language development, mathematics, and motor skills. This assessment will also assist in identifying areas of weakness, which will enable parents to help incoming kindergarten students work on developing these areas during the weeks prior to school opening. This assessment is not a “screening” or an “entrance exam;” it is a tool to assist the Kindergarten teachers in planning for September.

Normally, the Incoming Kindergarten Assessment is administered in the spring, but since that was unable to occur this year, we have scheduled dates in August to administer this assessment. **PLEASE NOTE THAT THESE DATES ARE CONTINGENT ON THE STATE OF COVID-19 REGULATIONS ON THESE DATES. It is important that we have an accurate email address for you in case of any necessary change.** We will be using PTFast to schedule appointments for this assessment; please use the attached instructions to select a date/time. Assessments will be scheduled for administration on the following dates:

Monday, August 17

Tuesday, August 18

Monday, August 24

Tuesday, August 25

In order to facilitate the assessment schedule, please be certain that your son/daughter is on time for their particular session. Students should arrive at the main entrance of the Academy building, under the concrete canopy. The assessment will take about 20 minutes. A staff member will take your child to administer the test, and then return him or her to you when the assessment is complete. Please make certain that the students in the morning sessions have eaten breakfast before they arrive at school, and that students in afternoon sessions have eaten lunch before they arrive at school.

We look forward to seeing your son/daughter in August!



A 2014 National Blue Ribbon School of Excellence

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## Incoming Kindergarten Assessment Scheduling Guide

All incoming Kindergarten assessments will be scheduled using PTCFast.com to make signups as convenient as possible this year. You will need to first register your child in the PTFast system. It will then allow you to choose a time. Please enter the following web address into your browser window to access the portal: [https://www.ptcfast.com/schools/St\\_Gregory\\_the\\_Great\\_Academy](https://www.ptcfast.com/schools/St_Gregory_the_Great_Academy).

1. Navigating to the link above will bring you to this page. Please choose either Tester #1 or Tester #2. The same times will be available under each option. If you would like a certain time and it is not available in the Tester that you chose, you can go back and see if the other Tester has that time open.

**St. Gregory The Great Academy**  
**Hamilton Square, NJ**  
**Conference Scheduler**

Welcome to the St. Gregory the Great Academy parent teacher conference scheduling system.  
Please select your conference (or conferences) below, then press "Submit".  
(The way this works is you first select what conference(s) you want and enter your names and email. The system then sends you a link to choose appointment times. From that link you can also add and change registrations.)

Kindergarten

Tester #1                       Tester #2

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2. You will then be directed to this page to enter your information. It will look like this:

## Sign up for Tester #1

In PTFast, you first register with name and contact information. We then create a registration and send you a confirmation email with a link to choose your appointment time. You can also add and change both registrations and appointments. ([Learn about Our Privacy Policy.](#))

Student's first name

Student's last name  
 -- enter whatever best identifies the student to the teacher.

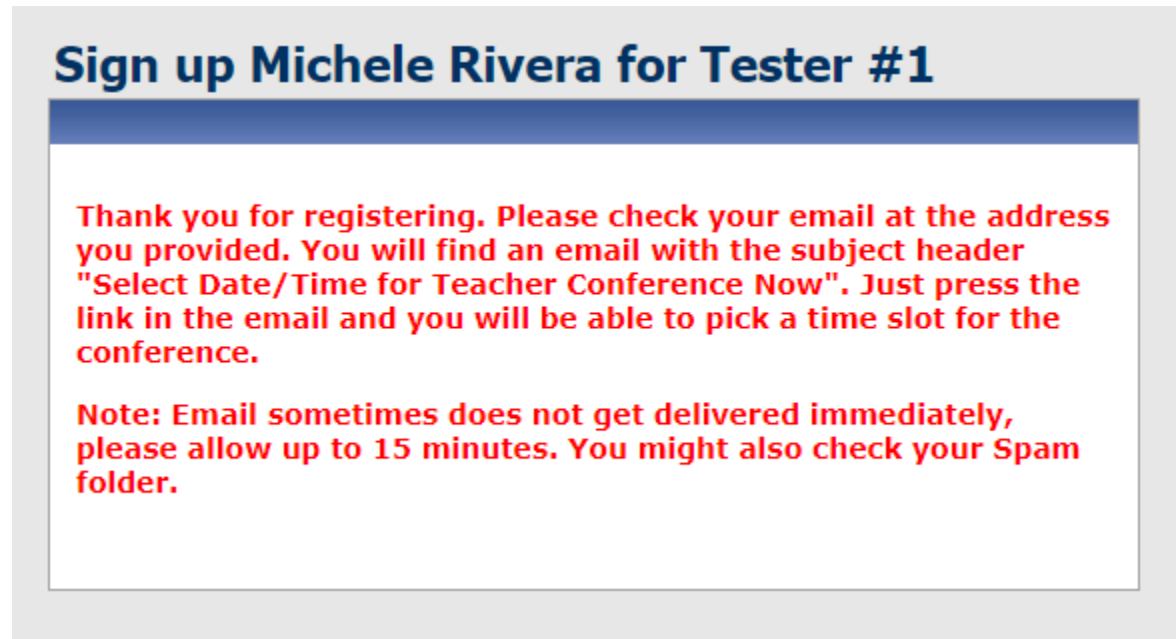
Your name  
 -- who will be attending the conference, e.g., John Smith, or John and Mary Smith

Your email address  
 -- where should we send your confirmation information?

Confirm email address

Phone  
 --optional

3. After submitting the requested contact information, you will see this screen and an email will be sent to you.



**Sign up Michele Rivera for Tester #1**

**Thank you for registering. Please check your email at the address you provided. You will find an email with the subject header "Select Date/Time for Teacher Conference Now". Just press the link in the email and you will be able to pick a time slot for the conference.**

**Note: Email sometimes does not get delivered immediately, please allow up to 15 minutes. You might also check your Spam folder.**

4. When you receive the email, please follow the instructions which are contained in the message. Following the link listed will allow you to then sign up for the time you would like.

Dear Michele Rivera,

Thank you for registering for your parent-teacher conference. Please click on the link below to complete the process and pick your specific date and time:

**School:** St. Gregory the Great Academy - Hamilton Square, NJ  
**Conference:** Tester #1  
**Student Name:** Michele Rivera  
**Date/Time:** *Not selected*  
**Access Link:** [K6V020834679](#)

[Click here to select conference time.](#)

The deadline for registering is end of day before each conference day .

(Note: at this link you can also edit, add and delete other appointments)

If for any reason you have a problem with the link above, you may click on [www.ptcfast.com/parentaccess.php](http://www.ptcfast.com/parentaccess.php), and enter this code: K6V020834679

Thank you,