



Ecole St. Mary

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November 13th, 2025

It's Goal Setting Time!

We will be using Google Forms for booking parent teacher conferences/goal settings again this year. (No more need for log in usernames and passwords!). The office staff may call you to change your time if needed. To help determine what you need to schedule, please see the below chart. Pay close attention to the times noted as not all time slots are the same. For example, there may be a 15-minute time slot or a 10-minute time slot. Please only book 1 time slot for your child. **Friendly reminder that ALL meetings are in person at the school.**

Important Dates to Schedule Goal Setting Meetings:

November 13th	Start booking your time(s) on Google Forms (see links below)
November 19th	Deadline to book goal setting appointment.
November 20-21st	Scheduled Goal Setting Meetings from Thurs. 4-7pm; Friday 1-4pm

Although the Internet enables parents to book interviews anywhere and anytime they have Internet access, those families without access are welcome to phone the school office at 403-327-3098 or send us an email at esmoffice@holyspirit.ab.ca.

PLEASE READ ALL OF THE INSTRUCTIONS BELOW TO BOOK YOUR APPOINTMENT:

Step 3 How to book your appointment(s):

1. View the chart on the next page to see what duration the teacher has set up for the session.
2. Click on the available google forms link listed in the table. You will see the selected teacher's schedule. Enter any applicable information and select a time. Click Submit. An automatic email will be sent to you with what you have submitted and your time.
3. Please only book 1 time slot for your child.
4. If you require any assistance with booking please call the office at 403-327-3098 or email us at esmoffice@holyspirit.ab.ca

The following chart will assist you in booking times for your child(ren):

Goal Setting Meeting Rooms				
Homeroom	Teacher	Room	Time Slots	Google Forms Link
1DI	Mme de Boer	204	15 Mins	https://forms.gle/dkMnnRVqLkvmzTz27
1KI	Mme Keely Kavanagh	202	10 Mins	https://forms.gle/2wds3B79fdwp3Fcr9
1RE	Mrs. Rose	130	15 Mins	https://forms.gle/ckRgQzkyEhmRpkUC7
2GE	Mr. Groves	118	15 Mins	https://forms.gle/Dcst6zZ4e1tfyYWX7
2MI	Mme Merriman	201	15 Mins	https://forms.gle/Tr1PykgHfru8Za6L7
2PSI	Mme Paquette-Smith	114	15 Mins	https://forms.gle/DJ44magkAaGya3N57
3DI	Mme Durand/ DeJager	203	15 Mins	https://forms.gle/QNFAJPs1VklX3Qjc7
3ME	Mrs. Mead	132	15 Mins	https://forms.gle/3prBS04qrDLpZVBN7
4NE	Mrs. Nelson	128	10 Mins	https://forms.gle/3TZVJKdvaS2G7Kc79
4OE	Miss. O'Brien	120	15 Mins	https://forms.gle/njXRckj6naCsXUvp9
4CI	Mme Chartier	206	10 Mins	https://forms.gle/HDfrRj7B9Vo9REA2A
5SE	Mrs. Stevenson	116	Later Date TBD – teacher will be in touch	
5GI	Mme Gross	115	15 Mins	https://forms.gle/pYTn7s4pZ9uLK5yV6
5BI	M Baptista	205	Later Date TBD – teacher will be in touch	
6MI	Mme Meszaros	121	10 Mins	https://forms.gle/n7PirenkGAURk6dT6
6RE	Mrs. Rosen	129	10 Mins	https://forms.gle/wigaV4hWbx9gAGXC9