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Skowhegan Area High School and Bloomfield Academy



DANIEL F. HYLAN
DIRECTOR OF GUIDANCE

BRIAN JONES
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September 11, 2023

Dear Parents/Guardians:

We are pleased to announce the dates of Parent Teacher Conferences for Skowhegan Area High School. **Conferences will be held on Tuesday, October 3rd and Thursday, October 5th, from 4:00-7:00 p.m.** Before conferences, parents are encouraged to review first quarter grades for their child, either via PowerSchool or in hard copy if requested.

Like last year, SAHS is utilizing a web-based program called Conference Manager to schedule conferences directly with teachers. To begin the process of scheduling conferences with your child's teachers, please go to <https://sahs.msad54.org> and click the SAHS Conference Manager button which can be found under the Quick Links section of the SAHS homepage. This will launch the Conference Manager program. The parent guide sheet will take you through the process of creating an account, booking your conferences, and printing your Parent Teacher Conference schedule. If you created an account last year, the account username and password should still be active.

Parents are encouraged to create accounts as soon as possible to receive system emails and information. The window to book conferences will open at 8:00 a.m. on 9/18/23 and will close on 10/2/23 at 5:00 p.m. **It is important to note that conferences must be booked in advance of the conference evenings.** Should you not have access to the Internet to book conferences, please come to SAHS between 10:00am and 11:00am any school day the conference scheduling window is open and we will gladly assist you with the conference booking process.

As in years past, conferences will be ten minutes long. If ten minutes is not enough time, please schedule a follow-up meeting with the teacher. Also, we ask that parents honor their scheduled conference times. If you miss your conference appointment, please reach out to your child's teacher and continue with your other scheduled conferences. Please note, parents are encouraged to bring their students to conferences so they can be part of the conversations.

Thank you for your continued interest in your child's education. We are all invested in the success of your student at Skowhegan Area High School.

Sincerely,

SAHS Administrative Team