

SPRUCE MOUNTAIN MIDDLE SCHOOL

Regional School Unit No. 73



Catherine Siggins
MS/LSW
csiggins@rsu73.com

Carolyn Luce, Principal
cluce@rsu73.com

Craig Collins
Dean of Students/AD
ccollins@rsu73.com

Tuesday November 2, 2021

Dear SMMS Families,

Parent Teacher Conferences will be held on Thursday, November 18th, beginning at 3:00pm and ending at 7:30 pm, and on Monday, November 22nd, beginning at 3:00 pm and ending at 5:30 pm. All conferences will be held exclusively through the online video conferencing platform, Zoom. Our online approach to Parent Teacher Conferences supports CDC health and safety guidelines to a greater extent possible than an in-person event. We appreciate your support and understanding.

If you are interested in scheduling a conference with your child's teachers, please call the main office, 897-4319. You will need to provide your name, your child's name, and your email address when you call; please call soon, as appointments will fill quickly.

After you have signed up for your conference, one of the teachers on your child's community will send you an invitation, via email, which will include the following information:

- Zoom Meeting description (Community name, name of teachers/subject areas, etc.)
- Zoom Meeting web link so you can access the meeting room on your designated conference date and time.
- A security password for the Zoom Meeting.
- At the appointed time of the parent-teacher conference, please request access to enter the Zoom Meeting. You will be directed to an online "waiting room."
- The teacher will admit you at the appointed parent teacher conference time.

If you haven't already, you will need to download Zoom on your device.

The staff at Spruce Mountain Middle School are eager to meet with you to discuss your child's growth and academics. In the meantime, we encourage you to check your child's grades on PowerSchool.

Please reach out to the school if you have any questions.

Sincerely,

Carolyn Luce | Principal