

LOYALSOCK TOWNSHIP HIGH SCHOOL

1801 Loyalsock Drive, Williamsport, Pennsylvania 17701 Phone 570.326.3581 – 570.323.5303 Fax www.loyalsocklancers.org Dr. Matthew Reitz Principal Mrs. Ashley Sekel Assistant Principal

March 13, 2019

Dear Parent or Guardian:

Thursday, March 21, 2019 marks the date for Spring parent-teacher conferences. As in past years, we will be using an on-line scheduling system, MyConferenceTime.com, so parents can select which teachers they wish to meet. If you are unclear about some of your student's teachers, *please use the Parent Portal to determine whose teachers are connected to your son/daughter.*

Times from 12:45 – 3:15 p.m. are reserved in large part for any parents/guardians whose student is struggling in a given subject area. Teachers will be reaching out, or already have, about setting up a time.

Time from 5:30 – 8:00 p.m. are available for any parent/guardian and can be scheduled on a first-come, first-served basis.

Steps to scheduling a time in MyConferenceTime:

- 1. You can simply go to this site: https://www.myconferencetime.com/lths/ OR go to the link on the school's homepage, and select the MyConferenceTime under "High School Announcements."
- 2. Find the teacher(s) you wish to see by clicking on their names.
- 3. Find a time that you desire and hopefully available. Click "Sign up."
- 4. Enter the necessary information and be sure to save it by clicking "Sign up for your Conference."

We look forward to seeing you on March 21!

Best wishes,

Matt W. Rix

Dr. Matt Reitz Principal

