



WILLIAM S. COHEN SCHOOL

PRIDE IN EXCELLENCE

304 Garland Street – Bangor, Maine 04401 207-941-6230

Michael H. Missbrenner, Principal
Zachary Ellis, Assistant Principal/Athletic Director
Lisa Lower, School Counselor

November 8, 2021

Dear Parents and Guardians,

Parent/Teacher conferences will take place on the following dates:

- Monday, November 22 (8:00 am to 3:00pm and 4:00 pm to 7:00 pm)
- Tuesday, November 23 (8:00 am to 3:00pm and 4:00 pm to 7:00 pm)

Parent/Teacher Conferences will take place remotely through the use of Zoom. The school is using PTCfast.com to streamline the scheduling of conferences.

Please use the following link to schedule conferences with the teachers of your choice:

https://www.ptcfast.com/schools/William_S_Cohen_School

PTC Fast, the online scheduler, will send you a confirmation email along with the Zoom link for each conference. Please click on the Zoom link five minutes before your scheduled time and the teacher will invite you into the meeting at the scheduled time. ***Directions on how to register are on the back of this letter.***

If there are issues with the technology at the time of your scheduled conference, please email your child's teacher. If we can't find an immediate solution, we will work with you to reschedule the conference at a convenient time.

If you do not have access to the Internet or prefer a different format for your conference, please contact your child's teacher or call the school office at 941-6230.

Sincerely,

Michael H. Missbrenner
Principal