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October 19, 2026

Dear Bunnell High School Parents/Guardians:

Our Parent Conferences will take place on **Thursday, November 5, 2026**. In an effort to maximize your opportunity to meet with your child's teacher(s), we will be offering both afternoon and evening conferences. Conferences this year will be offered both virtually and in person, by appointment only, in both the afternoon and evening sessions. Please see the times for both sessions below:

Afternoon: 12:00 PM - 2:30 PM - Appointment Only
Evening: 5:00 PM - 8:00 PM - Appointment Only

This year, we will again be using the PowerSchool Parent Portal to more efficiently coordinate conference appointments. Please note that you will need to access the Portal through the **Parent** account in order to make an appointment. Should you need help accessing your Parent Portal, please consult the main office. Additionally, you can find information on how to sign up for your appointment times in the attachment to this letter.

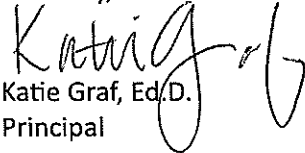
The portal is open for scheduling conferences and will remain open until **Wednesday, November 4th**. If you select a virtual conference, then you will receive a Google Meet link from the teacher(s) you have made an appointment with in your email. If you select an in-person conference, then you should receive a confirmation email.

We would also like to encourage you to include your child for conferences, both in person and virtually. This provides students to: take ownership in their education, reflect on their learning and elevate their voice.

All of this information is also available on the BHS website homepage. Please note: there will be no conferences held for study halls or Advance classes. School Administration, School Counselors and support staff will be available at all conference times to answer questions as well.

If you have any difficulties, please contact the Main office at 203-385-4230. You can also email the main office at bhsmainoffice@stratk12.org. We thank you in advance for your cooperation and support.

Sincerely,


Katie Graf, Ed.D.
Principal

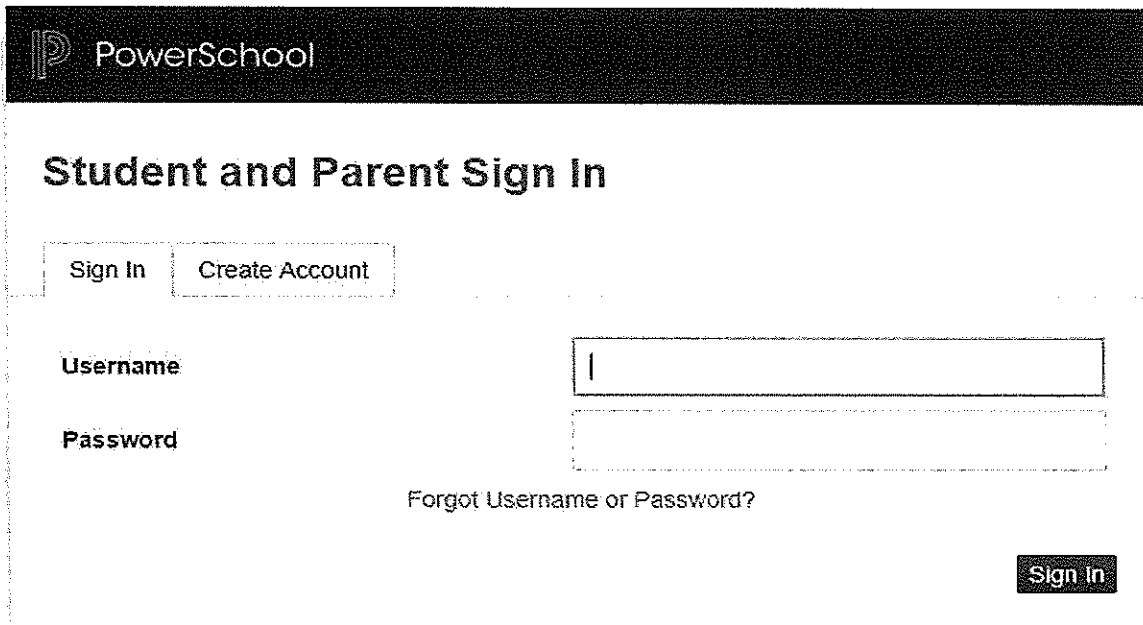


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Accessing Parent Conference Form

1. Login with your Parent Portal Account Username/Password.



The image shows the PowerSchool login interface. At the top is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". Below these are input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right.

PowerSchool

Student and Parent Sign In

[Sign In](#) [Create Account](#)

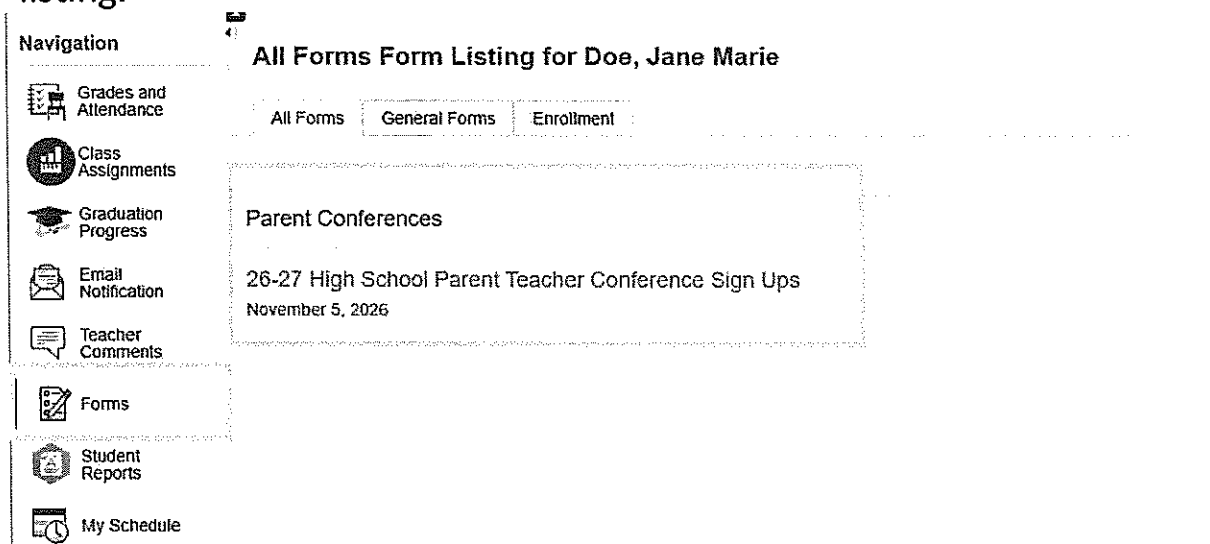
Username

Password

[Forgot Username or Password?](#)

[Sign In](#)

2. Once logged in, select the student from the tab along the top.
3. Then click **Forms** on the left side of the page.
4. Click on the **"Parent Teacher Conference Sign Up"** from the forms listing.



The image shows the PowerSchool interface after logging in. On the left is a "Navigation" sidebar with icons and links for Grades and Attendance, Class Assignments, Graduation Progress, Email Notification, Teacher Comments, Forms, Student Reports, and My Schedule. The main content area is titled "All Forms Form Listing for Doe, Jane Marie". It has three tabs: "All Forms", "General Forms", and "Enrollment". Under the "General Forms" tab, there is a section titled "Parent Conferences" with a link "26-27 High School Parent Teacher Conference Sign Ups" dated "November 5, 2026".

Navigation

- Grades and Attendance
- Class Assignments
- Graduation Progress
- Email Notification
- Teacher Comments
- Forms
- Student Reports
- My Schedule

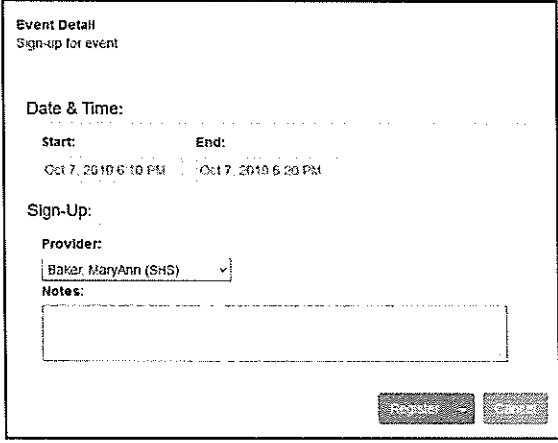
All Forms Form Listing for Doe, Jane Marie

[All Forms](#) [General Forms](#) [Enrollment](#)

Parent Conferences

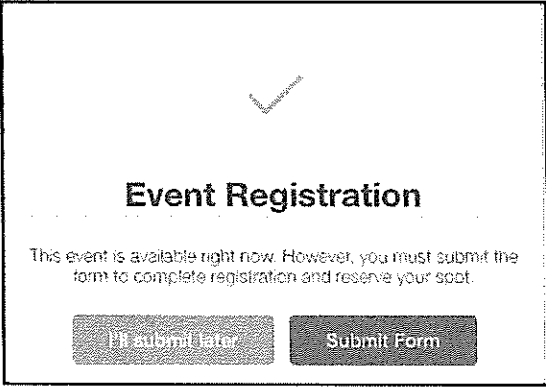
[26-27 High School Parent Teacher Conference Sign Ups](#)
November 5, 2026

5. To register for an event, click on the event/time slot that you would like to sign up for. The Event Detail window will open.
6. Choose a provider (teacher) that you would like to conference with at that time, and click **Register**.



The screenshot shows a window titled "Event Detail" with the subtitle "Sign-up for event". It contains a "Date & Time:" section with "Start:" and "End:" labels, both showing "Oct 7, 2019 6:10 PM". Below this is a "Sign-Up:" section with a "Provider:" dropdown menu currently set to "Baker, MaryAnn (SHS)". There is a "Notes:" text area below the provider selection. At the bottom right, there are two buttons: "Register" and "Cancel".

7. To finalize your selection, click **"Submit Form"**.
Using "I'll Submit Later" will not guarantee your time as events are not fully registered until the form has been submitted.



The screenshot shows a confirmation screen titled "Event Registration". It features a large green checkmark icon at the top. Below the title, it states: "This event is available right now. However, you must submit the form to complete registration and reserve your spot." At the bottom, there are two buttons: "I'll submit later" and "Submit Form".

8. After clicking **'Submit Form'**, you will be returned to the Conference Sign Up page to register for additional teachers.
9. If you need to change a registration, click on the event time slot and then click 'Drop'. You will need to submit the page to finalize.