

## **Parent/Teacher Conferences**

A reminder to all families that parent/teacher conference scheduling closed on November 17th.

### **To view your conference schedule:**

- In the Navigation Panel, select More Options (Family File, Report Card, etc.).
- Click the Conference Scheduling (View or Schedule ARL/DigEd) link
- Click the View My Conference Schedule link in the left panel. A listing of all of the conferences for your student is displayed at the top of the page.

### **To join a conference Google Meet:**

- Use the appropriate google meet link (i.e meet.google.com/abc-defg-hij) to access each of your conferences.
  - You can copy and paste the link into your address bar or use the [google meet landing page](#) to type in the code (i.e. abc-defg-hij).
- Please be prompt, but NOT early! If you come to the Google Meet while the teacher is still in another conference, you may get denied entry.
- If you have any questions or concerns about conferences and/or scheduling, please contact Lindsey Miles ([Lindsey Miles@hcpss.org](mailto:Lindsey.Miles@hcpss.org)).

### **How to Request Conference Help:**

- Should you have technical difficulties during conferences, please fill out the [Parent/Teacher Conference Request for Assistance Form](#) and a staff member will promptly reach out to you for support.

Thank you for being valuable partners in your student's academic journey. We look forward to seeing you during the Parent/Teacher Conference week.