

Online Scheduling Parent-Teacher Conferences

Westlake High School provides an online feature for parents/guardians to use when scheduling their conferences. Parents simply go to: https://ptcfast.com/schools/Westlake_High_School

**Parent-Teacher Conferences for Westlake High School will be held on:
Tuesday, October 11th from 3:30-7:00 p.m.
Wednesday, October 19th from 3:30-7:00 p.m.**

Conferences will be in person.

An email account is required to complete the scheduling process. If you cannot access the online link, please contact the Westlake High School Main Office by emailing: dunnm@wlake.org Please include your name, preferred date for conferences and names of teachers with whom you would like to meet. If you do not have an e-mail account, you can call Mrs. Dunn directly at 440-835-6352.

**In order to register online go to:
https://ptcfast.com/schools/Westlake_High_School**

NOTE: DO NOT try and Google search the site; type the address in directly

- Put a check next to each teacher you would like to have a conference with. (If you have multiple students in the building, you can select teachers for all of your students at once.)
- Click “Submit”.
- Follow the prompts.
- Check your email—You will receive an email with the “Click here to select conference time” link
- Times each teacher is available will be displayed
- Choose your times and confirm your schedule
- Your time and date confirmation will be emailed to you

The faculty and staff of Westlake High School are committed to providing your child an excellent education. This can only be done with the help and support of parents like you. We hope to see you for parent-teacher conferences.

Demon Proud,
Rob Woods
Principal