



Currently only available for pilot schools: Chaparral, Coronado, Higley Traditional Academy

For Parent Teacher Conferences, the schedule and sign up is managed through the ParentVUE application.

Registering for a Parent Teacher Conference:

1. Using your internet browser navigate to Higley Unified ParentVUE:
https://parentvue.husd.org/PXP2_Login_Parent.aspx
2. Using the student selector in the top left, choose the student you will be scheduling a conference for.

The screenshot shows the ParentVUE home page for a student named True Heart. At the top left, there is a student selector dropdown showing 'True Heart Bridges Elementary (480-279-8700) ID: 70147'. At the top right, there are navigation buttons for 'My Account', 'Help', 'Online Enrollment', and 'Logout'. Below the navigation is the 'Higley Unified School District' logo and the text 'Good morning, Parent Name, 8/28/2024'. On the left side, there is a 'Home' menu with options: Synergy Mail, Calendar, Attendance, Class Schedule, Conference, and Course History. The main content area features a large card for 'True Heart ID: 12345 Bridges Elementary' with a 'Report Absence' button. To the right of this card is a 'Recent History' section showing 'No Data'.

3. Click on the **Conference** module from the menu on the left, if there is an upcoming conference for your student you will be taken direct to the **Parent Scheduled Conferences** tab.
4. There may be multiple conferences if your student has multiple teachers, click on the conference that you want to schedule.

The screenshot shows the ParentVUE Conference page. On the left, the 'Home' menu is visible with 'Conference' selected. The main content area is titled 'Conference' and has a 'Summary | Parent Scheduled Conferences' link. Below this, there is a section for 'Upcoming Conferences' with a 'Send schedule' button. The first item is 'True Heart Bear' with '1 Upcoming' conference. The second item is 'Parent Scheduled Conference' for 'Sep 02 through Sep 06' with an 'IN PERSON' label and a 'Select an available conference time' link. The third item is 'Little Teapot'.





ParentVUE: Parent Teacher Conferences

Higley Unified School District #60

- The **Schedule Conference Time** dialog will appear. Depending on the conference setup you may be able to select between an **In-Person** or **Virtual** conference, click to set your meeting type.

Schedule Conference Time for True Heart Bear

Parent Scheduled Conference
Sep 02 through Sep 06

Meeting Type

IN PERSON

Little Teapot

In Person

Virtual

Meeting Scheduled
SEP 03
8:00 AM
Parent Name

- Click on an open slot (blue) to schedule a conference for your student. Times that have already been scheduled with other students will be marked as unavailable (grey).

< 2-6 September 2024 > Work Week

	Mon 2	Tue 3	Wed 4	Thu 5	Fri 6
8:00 AM	Unavailable 8:00 AM - 8:15 AM	True Heart Bear 8:00 AM - 8:15 AM		Available 8:00 AM - 8:15 AM	Available 8:00 AM - 8:15 AM
8:20 AM	Available 8:20 AM - 8:35 AM	Unavailable 8:20 AM - 8:35 AM	Available 8:20 AM - 8:35 AM	Available 8:20 AM - 8:35 AM	Available 8:20 AM - 8:35 AM
8:40 AM					

- To change your conference time, you can click another available slot to reschedule.
- A Synergy Mail message will be sent with a confirmation of the selected time.

