



ELIZABETH FORWARD HIGH SCHOOL

1000 Weigles Hill Road, Elizabeth, PA 15037-2416 • 412-896-2349 • FAX: 412-879-0951 • www.efsd.net

Mrs. Kelli Garlow, *Principal*

Elizabeth Forward High School Parent-Teacher Conferences November 9, 2026

We are pleased to be using the *School Soft Conference Manager* to schedule Parent-Teacher Conferences this year. It's easy to use and will help you select a time most convenient to your busy schedule. You can choose to book a conference with one or more of your child's teachers using the Power School online portal. Virtual conferences via Zoom or phone conferences, if more convenient, are available this year as well.

Please note that although parents can register at any time, the booking of conferences will begin on Thursday, October 15, 2026. These are on a first-come first-served basis. In order to book an appointment, you need a **parent PowerSchool** account. Please email parentaccess@powerschool.com, if you need to request a parent PowerSchool account.

We greatly appreciate parents booking their own appointment but understand that this is not always possible. If you don't have Internet access or are unable to use the PowerSchool online portal to schedule your conference, please call our guidance department at (412) 896-2352 for assistance.

Step 1: Log in to your PARENT Power School account from

<https://efsd.powerschool.com/public/home.html>

Step 2: After you log in, find the following icon in the top right-hand corner of the page and click on it.



Step 3: Then click on the link that says "Parent-Teacher Conference Booking System"



Step 4: Choose the high school to begin scheduling conferences for November 9, 2026.

Step 5: Select your child's teacher(s) and the times you'd like to meet. You can meet with multiple teachers on that day.

Step 6: You will receive a confirmation email and a reminder a few days before your conferences. You can log back into the website at any time to view your bookings, print, cancel, or reschedule your appointments. Simple!

Again, if you're having difficulty accessing the online scheduler, please call the guidance office at (412) 896-2352. Thank you!