

This year we will be hosting virtual conferences. Teachers will be communicating out the Google Meet link to each family. Please reach out to your student's teacher or contact the office at 651-796-4500 if you need assistance.

Yog koj xav kom txhais cov lus no ua lus Hmoob, thov hu xov tooj rau HOPE Community Academy ntwam tus xov tooj 651-796-4500. Ua tsaug!

နမ့်အဲဒီလိတၢ်ကျိၢ်ထံက့ဆူကညီကျိၢ်န့ၣ်, ဝံသးစူဆဲးကျိးဘၣ်HOPE Community Academy ၆၅၁-၇၉၆-၄၅၀၀

How to Sign Up for Conferences

- 1) [Click here to schedule a conference with your child's teacher.](#)
- 2) Find your student's grade and teacher name and select the box next to their name.

Kindergarten
 Test Elementary Conference

HOPE Community Academy
Conference Scheduler

(close preview)

Welcome to the HOPE Community Academy parent teacher conference scheduling system. Please select your child's teacher's name below.

If at any time you need help or support, please call the school office at 651-796-4500.

You will be asked to select the event and then enter your names and email. The system will then send you a link to choose your appointment time(s). From that link you may add or change times.

Middle School	
<input type="checkbox"/> Test Middle School	
Preschool	
<input type="checkbox"/> Test Sample Conference	
Kindergarten	
<input checked="" type="checkbox"/> Deanna Youngquist	<input type="checkbox"/> Emily Webster
<input type="checkbox"/> Xong Lor	<input type="checkbox"/> Yama Moua
1st Grade	
<input type="checkbox"/> Joeleen Kaehler	<input type="checkbox"/> Mary Cashin
<input type="checkbox"/> Sam Seely	<input type="checkbox"/> Tracy Murray
2nd Grade	
<input type="checkbox"/> Emily Honl	<input type="checkbox"/> Kalia Vang
<input type="checkbox"/> Kay Htoo	
3rd Grade	
<input type="checkbox"/> Jody Rademaker	<input type="checkbox"/> Mai Yang
<input type="checkbox"/> Megan Long	

3) Next you will have to enter your student's first and last name, your name and an email address. You can use your student's email address if you do not have an email address.

Sign up Sample Student for Test Elementary Conference

In PTFast, you first register with name and contact information. We then create a registration and send you a confirmation email with a link to choose your appointment time. You can also add and change both registrations and appointments. ([Learn about Our Privacy Policy.](#))

Student's first name

Student's last name
 -- enter whatever best identifies the student to the teacher.

Your name
 -- who will be attending the conference, e.g., John Smith, or John and Mary Smith

Your email address
 -- where should we send your confirmation information?

Confirm email address

Phone
 -- optional

-- Press here to begin signup process

4) Click submit and then you will see the following message. You will need to check the email that you gave above for the link to set up the conference.

Thank you for registering. Please check your email at the address you provided. You will find an email with the subject header "Select Date/Time for Teacher Conference Now". Just press the link in the email and you will be able to pick a time slot for the conference.

Note: Email sometimes does not get delivered immediately, please allow up to 15 minutes. You might also check your Spam folder.

5) In the email you receive there will be two access links (see sample below).

Thank you for registering for your parent-teacher conference. Please click on the link below to complete the process and pick your specific date and time:

School: Hope Community Academy - St Paul, MN
Conference: Test Middle School
Student Name: Sample Student
Date/Time: *Not selected*
Access Link: [5R7022357765](#)

[Click here to select conference time.](#)

The deadline for registering is end of day before each conference day .

(Note: at this link you can also edit, add and delete other appointments)

If for any reason you have a problem with the link above, you may click on www.ptcfast.com/parentaccess.php, and enter this code: 5R7022357765

6) Follow the link to this page where you will **select the conference time**. You may **register more than one child** in this place following the link on the left side.

To add more than one student follow the link listed.

Time Picker

Your Appointments

For *elisabeth.riley3@yahoo.com*

Sample Student
Test Middle School

Register another conference at Hope Community Academy for Sample Student

Add a different student at Hope Community Academy

Display/Print Schedule

To register appointments for another school, please follow the instructions provided by that school.

**Hope Community Academy
Test Middle School
Google Meet- Teachers will reach out to families
Sample Student**

Edit Name

Not currently booked

No time selected; check here to remove this column

Wed, Nov 11 (10 min appts)

<input type="checkbox"/>	4:00 PM	Available
<input type="checkbox"/>	4:13 PM	Available
<input type="checkbox"/>	4:26 PM	Available
<input type="checkbox"/>	4:39 PM	Available
<input type="checkbox"/>	4:52 PM	Available
<input type="checkbox"/>	5:05 PM	Available
<input type="checkbox"/>	5:18 PM	Available
<input type="checkbox"/>	5:31 PM	Available
<input type="checkbox"/>	5:44 PM	Available