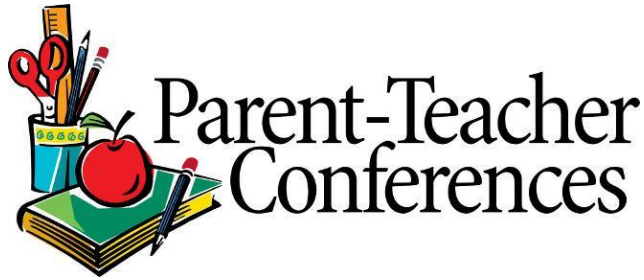


Parsippany-Troy Hills Township Schools



On November 17, 20, and 21, Parsippany preschool and elementary school students are scheduled for early dismissal days to provide time for parent-teacher conferences.

New this year, scheduling conferences will take place online using the [Genesis Parents Portal](#). Starting Wednesday, November 1 at 7:00 PM, when you log into the Parent Portal in Genesis, you will see an additional tab for “**conferences**” available to you. Under that tab, you will be able to request a conference selecting one of the conference days.

This will open a listing of your child’s homeroom teacher along with availability of conference times to schedule a meeting. These time slots are for you to discuss your child’s performance in a face-to-face setting. We encourage all families to participate in parent-teacher conferences.

If you would like to schedule a conference with a different teacher or specialist who may not be scheduled in Genesis, please contact that staff member directly by email or phone.

The parent conferencing tab in Genesis will be available to you from **November 1 at 7:00 PM through November 6 at 10:00 PM**. After that time, the tab will close and you will no longer be able to schedule a conference or make changes online. If you need to make changes after that time, please contact your child’s teacher directly.

Visit the Genesis Parents Portal <https://parents.pthsd.k12.nj.us/>. Directions for using the conference scheduling tab can be found here: goo.gl/ntdXfm

If you are unable to use the online system, please call us at (973-263-7001 * 2341) and we will gladly assist you with access to Genesis.