



Downers Grove Grade School District 58

We Envision. We Seek. We Believe.

Parent Teacher Conference Sign-up

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General Information

Parents and guardians will sign up for conferences by logging into PowerPTC through PowerSchool.

[Please click here for a Spanish version of this document. Por favor, haga clic aquí para ver una versión en español de este documento.](#)

Online Sign-up Opens:	10/9/2025 - 11:00 am
Online Sign-up Closes:	10/17/2025 - 11:00 am
Preschool through 6th Grade Conferences:	10/21/2025: 4:45 p.m. - 8:00 p.m. 10/23/2025: 4:45 p.m. - 8:00 p.m.

Middle School Conferences:	10/21/2025: 4:50 p.m. - 8:00 p.m. 10/23/2025: 4:50 p.m. - 8:00 p.m.
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In-Person Conferences

Parent Teacher conferences will be offered in person. Families who require a virtual option should schedule their conference in PowerPTC and then change the meeting type from in-person to video conference. (Directions are below)

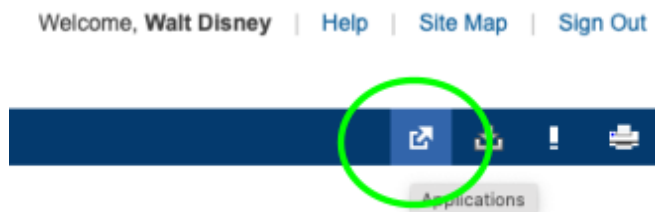
Accessing the PowerPTC System

Families can access PowerPTC using single sign-on through their PowerSchool account. You cannot use the PowerSchool mobile app to access PowerPTC, instead you must login via a web browser. The conference scheduling window opens on the date listed above. We encourage you to try to set up and access your account prior to the window opening in order to ensure you have access to the system and that your child/children are connected to your account. If you need assistance, please contact the technology department at 630-719-2768, or by creating a support ticket by navigating to dg58.org/help.

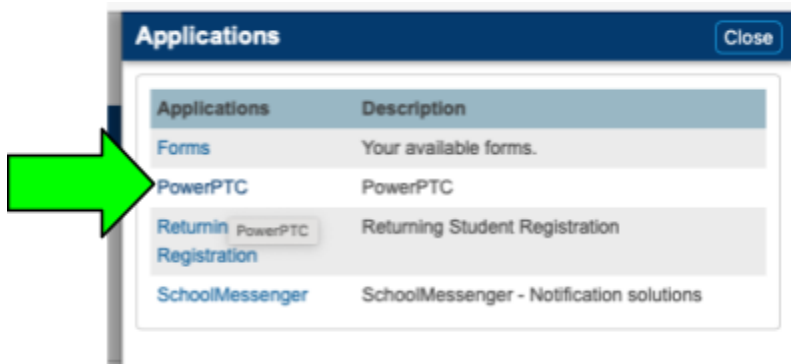
Scheduling Your Conferences

This will not be available until the scheduling window has opened. (See above)

Open your PowerSchool parent portal account and click on the Applications menu



Then select PowerPTC



1. If you have more than one student, select a student to schedule first.
2. Click Conference Schedule.
3. For elementary students, you should see the homeroom teacher, for middle school students, you should see the full schedule. Click "Not scheduled" to open a list of available appointments.
4. Click the "Request Appointment" button, then click the "Schedule Appointment" button to confirm.
5. Click "Return to Your Schedule" on the left to schedule additional appointments for middle school students.
6. (Optional) To change the type of meeting you will be attending, click on the icon under the Meeting Type/Location column. Meetings are in person by default.
7. (Optional) Click Print Schedule to create a hard copy of your parent-teacher conference schedule.
8. If you are scheduling for more than one student, you can switch the active student you are scheduled for by clicking on the Select a Student link from the left-hand menu.