

LAKE SHORE PUBLIC SCHOOLS ~ POWERSCHOOL PARENT PORTAL FAQ

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Question 1: What is PowerSchool?

Answer: PowerSchool is the system Lake Shore Public Schools staff uses to manage student information, including grades, activities, attendance, courses, demographics, photos, and standardized test scores. Because the program has been designed using Internet-based software tools, it also allows us to connect parents and students to information about attendance and grades. We hope the powerful communication features of the program are helpful to parents and to students who are striving to maximize their academic performance.

Question 2: What can I see on the PowerSchool site?

Answer: Parents and students can access the following information on the Power School Parent-Portal:

- Attendance for the past two weeks or for the whole trimester, including a legend of attendance codes used by the school
- Daily school bulletins
- Grades for current classes, as well as the assignments that make up those grades
- Setup for receiving reports via Email, which allows parents to request daily, weekly, or monthly reports to be sent via email
- Teacher comments

Question 3: Can other people see my son's/daughter's grades?

Answer: As long as you protect your password, others will not be able to see your information.

Question 4: Do students and parents see the same screens and comments?

Answer: When students and parents access the PowerSchool server, they see the same information with one exception; parents have the ability to request automatic progress reports via email.

Question 5: When will parents and students get access to the information on the PowerSchool server?

Answer: The Parent and Student Portals will be opened for Lake Shore High School on March 22, for Kennedy Middle School on March 29 and for all three elementary schools in the September, 2010. Parents can get their logins and passwords at our informational parent meetings – watch for notifications about date and time of these meetings. Parents must provide the completed, signed PowerSchool Parent Portal Agreement in order to receive their username and password. After those meetings, parents may come to the school's main office during normal office hours Monday through Friday and bring their signed agreement and a photo ID. If it is not possible to come to the school, please call your school office. Initial username and password information may not be given over the phone or through email. Students will receive their usernames and passwords in school.

Question 6: How do I get a PowerSchool username and password?

Answer: We will provide this to parents who attend one of the informational meetings. Please complete and sign the PowerSchool Parent Portal Agreement and bring it to the meeting in order to get your username and password. The agreement will be mailed home and is also available on our website, www.lakeshoreschools.org. You will have a different username and password for each of your children.

Question 7: What do I do if I forget my password?

Answer: If you forget your password, you can call the main office to request your password. You must have your username and child's date of birth and a completed PowerSchool Parent Portal Agreement on file. If you cannot provide your username and child's date of birth you will be required to present a valid identification to the main office.

Question 8: Are PowerSchool logins and passwords case sensitive?

Answer: Yes. We recommend that you try the login and password with the case as shown in your letter.

Question 9: What is required to connect to the PowerSchool Parent Portal?

Answer: Users need the following to connect:

- A computer with a connection to the Internet
- Internet Explorer 7 or Firefox 3.5.3 or more recent (i.e., a browser capable of 128-bit encryption)
- A login and password, to be supplied by the school

Question 10: Can I change my username and password?

Answer: It is not possible for you to change your password. Keep it confidential. You should treat it as you would an ATM card or credit card. If you lose your password you may call the main office and request the password be given over the phone. You will need to provide your username and child's date of birth. If you do not know your username you must come to the main office and provide a valid identification to be given your username and password.

Question 11: What do the codes like M1, M2, M3, M4, Q1, Q2, T1, T2, T3, and YR ...mean?

Answer: They are labels for different grading terms and are sometimes specific to schools. Generally T1, T2 and T3 represent final grades for trimesters; M1....M6 represent the card marking periods; P1, P2 progress reports.

Question 12: How often can we expect attendance to be updated?

Answer: Attendance is recorded by the end of the school day. The office staff also enters a wide range of attendance codes, as they receive information from parents.

Question 13: Who do I contact when I have questions?

Question About:
Grades for class assignments during the current semester

LSHS Contact
Your student's teachers. Teachers' contact information is available on the PowerSchool website and on the district website.

KMS Contact
Your student's teachers. Teachers' contact information is available on the PowerSchool website and on the district website.

Attendance on a specific day

The main office:
Grade 9 & 11 586-285-8909
Grades 10 & 12 586-285-8908

The main office:
586-285-8802

Grades on transcripts, GPA, graduation progress, and class rank.

Your student's guidance counselor:
Last names A-H Mrs. Lewis 586-285-8913
Last names I-O Mrs. Weiss 586-285-8914
Last names P-Z Mr. Lip 586-285-8915

Your student's guidance counselor:
7th and 8th grade A-L Mr. Plotkowski 586-285-8809
6th and 8th grade M-Z Ms. Schufelt 586-285-8808

Question 14: Do all teachers post grade information to the PowerSchool server?

Answer: All teachers publish assignments and post grades to PowerSchool at different times. Some teachers may give grades to their students every day and some may give far fewer grades during the term. This is up to each teacher and depends upon their grading system. If you see grades in PowerSchool for some teachers but not others, this is a normal function of the way teachers assign and post grades. If you have questions about when a grade will be posted you should ask your son or daughter as many teachers make these announcements in class. *Grades for off-campus classes are not recorded in PowerSchool until the end of each trimester.*

Question 15: I know that teachers sometimes weight different categories of assignments. How does this affect how a grade is calculated?

Answer: Many teachers use categories such as class work, tests, and quizzes; how they weight them is an individual decision. Teachers share with students how they grade at the beginning of each course. If you have a question about how grades are weighted please ask your son or daughter and refer to the class syllabus.

Question 16: How often can we expect grades to be updated?

Answer: There are many factors that determine how soon a teacher can assess and return assignments. Essays and research papers take longer to grade than a quiz. Coaching, club sponsorships, and family commitments can also affect turnaround time, as well as a teacher's student load. All teachers do their best to grade student assignments and communicate their progress in a timely manner.

Question 17: Do all teachers use the same grading scale?

Answer: Yes. The grade scale is set in the Parent-Student Handbook and is common throughout the building. Grading scales are common among teachers and among classes in the same building. All teachers share their grading criteria as well as other class policy information with their students at the beginning of each course.

Question 18: When are attendance and grades for off-campus classes updated?

Answer: Attendance and grades for off-campus classes are not updated through PowerSchool until the end of each trimester. To obtain this information prior to the end of the term, please contact your son or daughter's off-campus teacher.