

Weston County School District #1 Parent Portal

PowerSchool Parent Access

PowerSchool's Parent Access provides parents or guardians round-the-clock access to real-time information about their child's attendance and grades. It also provides a means for teachers to communicate with parents or guardians about class events and assignments, and ways they can help their child at home. Parents or guardians can contact teachers via email – teachers addresses are linked right on the front page. You can also elect to receive periodic emails with attendance and grade updates, if that method is easier for you than going to the site.

Getting Started

All of you should have received information in the beginning of the school year that gave you your students' username and password. If you did not receive this information please notify the main office of your school and they will be happy to provide you with this information.

Logon to Parent Access

1. Open a web browser, such as Internet Explorer, Safari, FireFox, or Chrome, and enter the address of the Weston County #1 School District Webpage.

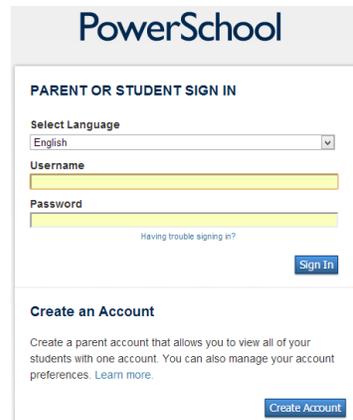
<http://www.wcsd1.org>

Hoover over the Parent/Student Link at the top of the page and choose PowerSchool Portal



2. You can also navigate directly to the PowerSchool Parent Portal which is located at the following URL: <http://ps.weston1.k12.wy.us/public/>

3. Next you will need to enter a username and password.



The screenshot shows the PowerSchool login interface. At the top, the 'PowerSchool' logo is displayed. Below it, the heading 'PARENT OR STUDENT SIGN IN' is centered. The form includes a 'Select Language' dropdown menu currently set to 'English'. There are input fields for 'Username' and 'Password', both highlighted with a yellow background. A 'Sign In' button is located to the right of the password field. Below the login section, there is a 'Create an Account' section with a brief description and a 'Create Account' button.

Note: The characters appear as asterisks(*) to ensure greater security when you log in. Click SignIn.

Once you have successfully logged into the Parent Portal, you will see the Start Page. Parents of middle school and elementary students see identical layouts and identical functionality. However, grades K – 2 will not see grades for student work because teachers in grades K – 2 do not enter grades in PowerTeacher Gradebook.

The Parents' View of PowerSchool

When you log in to PowerSchool Parent Portal, the start page appears. This page serves as the central point from which you begin your PowerSchool Parent Portal session.

Navigation

-  Grades and Attendance
-  Grade History
-  Attendance History
-  Email Notification
-  Power Announcement
-  Teacher Comments
-  School Bulletin
-  Class Registration
-  Balance
-  My Calendars
-  School Information
-  Account Preferences



The Main Menu consists of the following: Grades and Attendance, Grades History, Attendance History, Email Notification, Power Announcement, Teacher Comments, School Bulletin, Class Registration, Balance, My Calendars, School Information and Account Preferences.

Grades and Attendance

Use this page to view the grades and attendance for the student in the current term. The legend at the bottom of the page displays the attendance and citizenship codes and their meanings.

Current or historical grades for each course in which the student is enrolled are listed next to the course name on the Grades and Attendance page. Clicking the grade displays assignment information. This feature helps parents know how the student is performing throughout the term and helps prevent their getting a surprise when report cards come home. Parents can see when assignments are due and whether students are falling behind in their work. Clicking the name of the assignment will provide the parent with a description of the assignment. If assignment scores display in blue, clicking the score will show parents the score comment. There is a note to parents indicating that the student's final grade may include assignments you have created but not yet published.

Grades and Attendance

Exp	Attendance By Class														Course	Q1	Q2	S1	Q3	Q4	S2	Absences	Tardies										
	Last Week					This Week																											
	M	T	W	H	F	M	T	W	H	F																							
1(A-B)										U	Algebra 8 Bartlett, Tyler	A 101						0	1														
2(A-B)											Social Studies 8 Munger, Robert	A 106						0	0														
3(A-B)											Science 8 Turner, Laura	A 95						0	0														
4(A-B)										U	English 8 Sublett, Molly	A 95						0	1														
5(A)											Health Beehler, Scott	A 100						0	0														
5(B)											Computer 8 Shoemaker, Kylee	A 100						0	0														
6(A-B)											Exploratory 8 Josephson, Jimmie MS	A 93						0	0														
6(A-B)											Exploratory 8 Munger, Robert	--						0	0														
7(A-B)											8 P.E. B Smith, Nate	A 97						0	0														
												Attendance Totals		0	2																		

Current Simple GPA (Q1): 4.00

[Show dropped classes also](#)

Legend

Attendance Codes: Blank=Present | A=Absent | X=Excused Absence | T=Excused Tardy | S=School Activity/No bus | C=Counselor | R=Academic Recovery | I=In School Suspension | O=Out of School Suspension | U=Unexcused Tardy | F=Office/Speech/Testing | M=Appointment | Z=Crisis placement | Y=Student not prepared for class |

Citizenship Codes: 1=Low | 2=Satisfactory | 3=High |

Grade History

Grade History displays student's grades from previous semesters in their courses for the current school year.

Attendance History

Use this page to view the attendance record for the student in the current term. The legend at the bottom of the page displays the attendance codes and their meanings.

- The Attendance History page displays past grade and attendance information.

Course	Expression	5/9-5/13			5/16-5/20			5/23-5/27			5/30-6/3			6/6-6/10		
		M	T	W	H	F	M	T	W	H	F	M	T	W	H	F
Algebra 8 Bartlett, Tyler HS 206 E: 8/30/2010 L: 6/7/2011	1(A)
	1(B)
Social Studies 8 Munger, Robert HS 189 E: 8/30/2010 L: 6/7/2011	2(A)
	2(B)
Science 8 Turner, Laura HS 204 E: 8/30/2010 L: 6/7/2011	3(A)
	3(B)
English 8 Sublett, Molly HS 215 E: 8/30/2010 L: 6/7/2011	4(A)
	4(B)
Health Beehler, Scott HS 103 E: 8/30/2010 L: 6/7/2011	5(A)
	5(B)
Computer 8 Shoemaker, Kylee HS 102 E: 8/30/2010 L: 6/7/2011	6(A)
	6(B)
Exploratory 8 Josephson, Jimmie HS 135 E: 8/30/2010 L: 1/30/2011	6(A)
	6(B)
Exploratory 8 Munger, Robert HS 103 E: 1/31/2011 L: 6/7/2011	6(A)
	6(B)
8 P.E. B Smith, Nate NMS Gym E: 8/30/2010 L: 6/7/2011	7(A)
	7(B)

Legend

Attendance Codes: Blank=Present | A=Absent | X=Excused Absence | T=Excused Tardy | S=School Activity/No bus | C=Counselor | R=Academic Recovery | I=In School Suspension | O=Out of School Suspension | U=Unexcused Tardy | F=Office/Speech/Testing | M=Appointment | Z=Crisis placement | Y=Student not prepared for class |

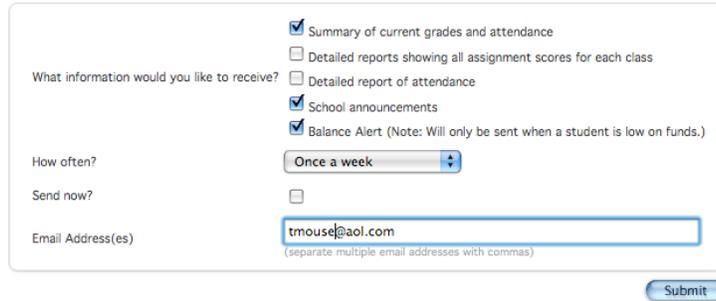
Email Notifications – We strongly suggest you set this feature so you can receive current information about your student.

If you wish to receive information about your student's grades, attendances, and assignment scores, use this page to set up your e-mail preferences. You can specify which information you would like to receive, how often you would like to receive the information, and how often you would like to receive e-mail.

How to Set Up Email Notifications

On the main menu, click **Email Notification**. The Email Notifications page appears.

Email Notifications



The screenshot shows a form titled "Email Notifications" with the following fields and options:

- What information would you like to receive?**
 - Summary of current grades and attendance
 - Detailed reports showing all assignment scores for each class
 - Detailed report of attendance
 - School announcements
 - Balance Alert (Note: Will only be sent when a student is low on funds.)
- How often?**
- Send now?**
- Email Address(es)**
(separate multiple email addresses with commas)

A "Submit" button is located at the bottom right of the form.

What information would you like to receive?

Specify which information you would like to receive by selecting the appropriate checkboxes:

- Summary of current grades and attendance**
- Detailed reports showing all assignment scores for each class**
- Detailed report of attendance**
- School announcements**
- Balance Alert**

How often?

Use the pop-up menu to specify how often you would like to receive the e-mail messages selected above.

Send now?

Select the checkbox to immediately send the e-mail messages selected above.

Email Address(es)?

Enter the e-mail addresses to which you want the system to send the addresses need to be separated by a coma. (tsmith@aol.com, jsmith@aol.com)

Power Announcement

This is a **NEW** feature available to Parents this year. This allows Parents to choose how the District can best communicate with its parents using the Automatic Alert Solution. The District often sends out announcements to notify Parents of School Dismissals, Changes in Schedules, Lunch Balances, and other important notifications that pertain to your child. This feature tells the District what your preference is to receive these notifications. The options are via Phone Calls, Email, Text Messaging, or a combination of all three. To see all the current preferences of this page choose the Expand All button to see what options are available to you. Fill out all the fields and checkboxes you wish and when finished choose the Save Preferences button in the bottom right hand side of the window.

Messaging Preferences for [REDACTED]



▼ Preferences By Message Type

Option	Choice
Contact me using Text Messaging.	<input checked="" type="checkbox"/>
Contact me using Email.	<input checked="" type="checkbox"/>
Contact me using Phone Calls.	<input checked="" type="checkbox"/>

► Preferences By Contact Field

▼ Preferences By Message Category

Category	Message Types to Recieve
Emergency Notifications	Emergency Messages will be sent to all available contact methods
Student Bulletins	Text <input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Voice <input checked="" type="checkbox"/>
Attendance Notifications	Text <input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Voice <input checked="" type="checkbox"/>
School Cancellation Messages	Text <input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Voice <input checked="" type="checkbox"/>
General Announcements	Text <input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Voice <input checked="" type="checkbox"/>

Teacher Comments

Use this page to view any comments that teachers entered regarding items such as the student's achievement or behavior. Remember if you'd like to contact the instructor via email you can just click on their name and it will take you to your email.

Teacher Comments*

Exp.	Course	Teacher	Comment
1(A-B)	Algebra 8	Bartlett, Tyler	
2(A-B)	Social Studies 8	Munger, Robert	
3(A-B)	Science 8	Turner, Laura	
4(A-B)	English 8	Sublett, Molly	
5(A)	Health	Beehler, Scott	
5(B)	Computer 8	Shoemaker, KyLee	
6(A-B)	Exploratory 8	Josephson, Jimmie MS	
7(A-B)	8 P.E. B	Smith, Nate	

* Additional teacher comments may be found on the 'Grades and Attendance' and 'Grades History' pages. Find comments there by clicking on the reporting period score for the appropriate class.

School Bulletins

Use this page to view daily school announcements. It contains information on activities for each school.

School Bulletin

Newcastle Middle School Bulletin for Thursday, September 23, 2010

Breakfast & Lunch Menu: 9/13/10 - 9/17/10

Breakfast Monday:

Biscuits & Gravy or Muffin or Cold Cereal

Lunch Monday:

Ham Sandwich or Turkey Sandwich, Vegetable Soup, Crackers, Applesauce and Milk

Class Registration

This selection is not being used by our school district. High School Parents, registration information will be communicated to you and your child during times of registration.

Balances

Use this page to view lunch balance for your student. Please check to see that your student has money in their account in order for them to purchase lunches each day. You may send your money into the district office, the balance is updated daily.

Transactions

Meal Transactions - Current Balance: \$0.00								
Date	Time	Net	Balance	Description				
Fee Transactions - Current Balance:								
Date	Time	Fee Type	Description	Fee	Paid	Balance		
					Totals:	0.00	0.00	0.00

My Calendars

My Calendar, a personal calendar application, is a tool to help parents and students stay on top of daily events and better manage their time. Using My Calendar, you can subscribe to and receive homework and school event information in the form of a calendar on your desktop computer. With My Calendar, you can: Subscribe to calendars to keep up with homework assignments, grades, school events, and more.

View more than one calendar at a time from within a single unified window to quickly identify schedule conflicts and pockets of free time. Keep your priorities straight with a built-in To Do list.

My Calendars

My calendars requires an application which supports the vCalendar standard. To use the Subscribe links below visit [iCalShare](#) to find an application that supports the vCalendar standard.

Homework Calendars				
Exp	Course	Teacher	Class Assignments Only	Class Assignments With My Scores and Final Grades*
1(A-B)	Algebra 8	Bartlett, Tyler	Subscribe	Subscribe
2(A-B)	Social Studies 8	Munger, Robert	Subscribe	Subscribe
3(A-B)	Science 8	Turner, Laura	Subscribe	Subscribe

So don't forget – stay in the Loop with the school by checking the parent portal, setting up subscriptions to email notifications, and/or updating your Alert Information for phone, text and e-mail notifications.

There are also Apps available for your Mobile Devices at both the App Store and Google Play Store. Just search for PowerSchool for Parents.

