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Overview:

Sturgeon Public Schools PowerSchool SIS Parent Portal is an online tool that helps parents and guardians be informed partners in education. Think of it as the link between you, your children, and what they did at school that day.

The PowerSchool Parent Portal can keep you informed about what's happening at school, track your children's progress, give you easy access to all of your children's teachers, and help you get closer to your children and their education.

The Parent Portal gives the very latest information on your child(ren)'s:

- Attendance
- Schedules
- Class descriptions
- Assignments
- Assignment criteria
- Grades
- Teacher comments
- School bulletins

Creating an Account:

Log in to PowerSchool SIS from any Sturgeon School Division Website by clicking the waffle icon found in the top right-hand corner.

This will open a dropdown menu. Select **Parents**, and then **Log in to PowerSchool**

Alternatively, you can type the following into your web browser: <u>sps.powerschool.com</u>

Students	5	~
Parents		^
	Log into PowerSchool	
	Replace my child's Bus Pass	5
	How-To	

Sturgeon Public Schools

At the log-in screen, double-check that you see the Sturgeon Public Schools logo at the top of the page. *This is particularly important if you are typing the web address manually.*

Select the **Create Account tab**, and then click the **Create Account** button.

	Dare to reimagine learning
D Power	School SIS
Studer	nt and Parent Sign In
Sign In	Create Account
Username	
Password	
	Forgot Username or Password?
	Sign In
	Welcome to the 2021-2022 School Year!
	Dates of Importance
	Additional Information
	Internet Explorer is not a supported browser for this site
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Student and Parent Sign In

Sign In

Create Account

Create an Account

Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. Learn more.



Parent Account Details

First Name	Test	
Last Name	Account	
Email		
Re-enter Email		
Desired Username	TestAccount	
Password	•••••	Better
Re-enter Password	•••••	
Password must:	•Be at	least 8 characters long

Enter your information:

• Name: Your first and last name

Create Account

- Email: Student Notifications that you have opted in to and correspondence related to your parent account will be sent to this email.
- **Desired Username:** Your username is your unique PowerSchool Identity
- **Password:** Your password must be 8 characters long.

Link Students to Account

Enter the Access ID, Access Password, and R your Parent Account	elationship for each student you wish to add to
1	
Student Name	
Access ID	
Access Password	
Relationship	Daughter ~

Then, enter your child's information:

- Student Name: First and Last Name
- Access ID: provided by the school
- Access Password: Provided by the school
- **Relationship:** this is the relationship of the child to you. (daughter, son, etc.)



NOTE: To link students to your account, you must have the <u>Access ID</u> and <u>Access Password</u> for that child. This information is provided by your child's school. If you do not have this, please contact the school directly.

Repeat this process for all students you would like to add. You must add at least one student to create an account, however, if you do not have the Access ID and Access Password for all students, you can add students from your account settings at a later date.

When you are ready, click Enter.

	•	Dare to reimagine learning
D Powe	rSchool SIS	
Stude	nt and Parent	Sign In
Sign In	Create Account	
	atulations! Your new Powe nk to verify your account.	erSchool account has been created. Check your email

Login & Landing Page

PowerSc	hool SIS										
Student 1 Student 2											
Navigation	Grades and Attendance Standards Grades										
Grades and Attendance	Grades and Attendance: Student 1										
Grade History											
Attendance History					Atter	ndance	By Cl				
History	Exp	Last	Week				This	Week			
Email Notification	·	м	Т	w	н	F	м	Т	W	н	F
Teacher Comments	AM(D1-D5) PM(D1-D5)										
Student Fees	P1(D1) P5(D4-D5) P7(D3-D5)										
School Bulletin	P2(D1,D3,D5) P3(D2)										
Account Preferences	P3-P4(D1,D3)										
My Schedule	P3-P4(D1,D3)										
School Information	P1(D2)										
2021-2022 School Year Calendar	P1(D3,D5) P2(D2) P4(D4) P6(D1,D4) P7(D2)										
	P1-P2(D4) P3(D5) P4(D2,D5) P5(D3) P7(D1)										
	P3(D4) P5(D1-D2) P6(D2-D3,D5)		_		_	_	_				
					Currei Show d		hted GF I classe				

When first logging in to the PowerSchool SIS Parent Portal, you will see a thin blue banner listing students that are attached to your account. Toggle between students by clicking on their names. The student highlighted in lighter blue is the currently selected student.



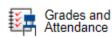
NOTE: If you do not see all of your children when logged in, please contact your child's school for assistance.

TIP:



These small arrows near the top right corner of your screen show or hide the navigation menus along the side and top of the page. If you find that your menus are missing, you have likely clicked these arrows accidentally.

Grades and Attendance:



Grades and Attendance Standards Grades

The default page when initially logging in to your account is the **Grades And Attendance** page.

					Atl	tendar	nce By	Class								
Last	Week				This	s Weel	(Course	T1	Т2	тз	Y1	Absences	Latas
м	т	w	н	F	м	т	w	н	F	Course	11	12	13	¥1	Absences	Lates
		FT	ILL ILL							HomeRoom Brady, Vernon				[1]	15	0
										Science 7 Brady, Vernon				[1]	0	0
										Physical Education 7				85	0	0
		FT								Hockey Academy Junior Paziuk, Darryl	E				0	0
										HealthGuidance 7				E	0	0
										Language Arts 7 Semenchuk, Byron				67	0	0
		FT								Mathematics 7 Brady, Vernon				[1]	1	0
		FT								Social Studies 7 Baillie, Colleen				82	0	0
												Atte	endanc	e Totals	16	0

TIP:

Click on the Standards Grades tab then back to the Grades and Attendance tab to load student marks and attendance.

All text in blue can be clicked for further information:

- Clicking a <u>teacher's name</u> will open your email program to send a message to the teacher.
- Clicking on a <u>grade</u> will show a course outline as well as any assignments that have been entered by the teacher. If an assignment has a comment box next to the grade, click the <u>View link</u> to see the assignment comment:

70/100	e	70	View

• Clicking on an <u>attendance tally</u> will give a list of attendance codes for the specific class, or all classes if clicking on the total.



The default **Grade History tab** displays all final Grades from previous years. If your student has attended school in another division, those marks **will not** show here.

Grade History	Standards	Grade History							
2011-2012 2	012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Course Name						¥1			
				Grade		Work Ethic		Credits	
Art 2				E				0	
Health 2				E				0	
HomeRoom								0	
Language Skills 2				5				0	
Mathematics 2				5				0	
Music 2				E				0	
Physical Education	2			E				0	
Science 2				5				0	
Social Studies 2				5				0	

On the **Standards Grade History tab**, you will see the general subject standards that are included in the curriculum.

Grade History

Grade History	Standards	Grades History										
2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022					
Subject Area		St	Standard									
ELA1		Ex	plore thoughts	and ideas								
ELA1		Comprehend various kinds of texts										
ELA1		Ma	anage ideas an	d information								
ELA1		Co	ommunicate Cle	arly								
ELA1		Re	spect and supp	oort others								
MATH 1		Number Sense										
MATH 1		Sh	Shape and Space									
MATH 1		Pa	Patterns and Relations									



This page lists any absences by week for the current year:

Meeting Attendance History:

Course	Expression		8	/30-9/	3			9	/6-9/1	0			9/	13-9/1	17		9/20-9/24						9/27-10/1				
Course	Expression	М	Т	W	Н	F	М	Т	W	Н	F	М	Т	W	Н	F	М	Т	W	Н	F	М	Т	W	Н	F	
Communication Technology 10 Swenson, Kyle 1503 E: 09/01/2021 L: 02/01/2022	1(A) 1(B)	-	-				-										-							ILL			
Social 10-1 Hill, Chad 1137 E: 09/01/2021 L: 02/01/2022	2(A) 2(B)	-	-				-					-				-	-							ILL			
Math 10C Crittenden, Bill 1107 E: 09/01/2021 L: 02/01/2022	3(A) 3(B)	-	-				-			•							-							ILL			
CISCO Brimacombe, Jennifer 1126 E: 09/01/2021 L: 02/01/2022	4(A) 4(B)	-	-		-		-							-			-		-					ILL			

Email Notification:

On this page, you can select the type and frequency of notifications you receive from PowerSchool SIS directly.

Email Notifications:

Contact Information	
Account Email	myemail@emailaddress.com
What Information Would You Like to Receive?	
Summary of Current Grades and Attendance	
Detail Report Showing Assignment Scores for Each Class	D
Detail Report of Attendance	D
School Announcements	
Balance Alert (Note: will only be sent when student is low on funds)	
Additional Notification Emails	
Email Address(es)	(Separate multiple email addresses with commas)
Frequency	
How Often?	Weekly
Apply These Settings to All Your Students?	D
Send Now For Camryn?	
	Submi

Contact Information:

• Account Email: This is the email that was used to create your account. Should you wish to change this email, visit the Account Preferences page.

What Information Would You Like to Receive?

- Summary of Current Grades and Attendance: This will provide a quick overview of current overall marks and absence totals.
- Detail Report Showing Assignment Scores for Each Class: This will send one email per class with the current overall grade as well as each assignment grade. Note that assignments are often weighted differently, so the overall grade may not equal the average of all assignment marks.
- **Detail Report of Attendance:** This will list all dates with attendance codes, and include a total number of absences.
- **School Announcements:** This will send a copy of the PowerSchool SIS Daily Bulletin that is provided to students. *Not all schools utilize this feature.*
- Balance Alert (Note: Will only be sent when student is low on funds): This function is not used within Sturgeon Public School Division.

Additional Notification Emails:

• **Email Addresses:** If you would like a copy of these email notifications sent to additional email addresses, you may enter them here. Multiple email addresses should be separated with commas.

Frequency:

- **How Often?** Select from Weekly, Every Two Weeks, Monthly, or Daily. Selecting Never will stop all email notifications, even if they are selected above.
- Apply These Settings to All Your Students? Checking this box will update all children on your account to receive the same Notifications and Frequency
- Send now for Student? Select this box to immediately receive the notifications you have selected.

Teacher Comments:



Here you will see some comments from Teachers. These are typically updated at the end of a Semester, and/or to align with Parent-Teacher Interviews.

Teacher Comments:

Reporting Term S1 -

Exp.	Course #	Course	Teacher	Comment
1(А- В)	COM10P5	Communication Technology 10	Swenson, Kyle	
2(A- B)	SST1771	Social 10-1	Hill, Chad	
3(A- B)	MAT1791	Math 10C	Crittenden, Bill	
4(A- B)	CISCO5c	CISCO	Brimacombe, Jennifer	

Show dropped classes for current term

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

Underneath the list of classes you have the option to look at comments for dropped classes (High School only).



This link will open a new tab in your web browser. You will see the students attached to your Parent Portal Account, and a summary of any outstanding fees.

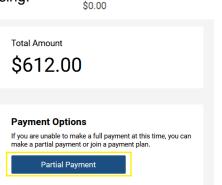


NOTE: Fee payment pages are separate from PowerSchool SIS but linked to your Parent Portal Account. If you do not see all of your children when viewing fees, please contact your child's school for assistance.

Clicking on a specific student will allow you to see any fees that are **Due Now, Future Charges**, and a list of all fees paid previously, sorted by school, for current and past years. You can also fill out any **online forms** available for the selected student. More information on this is in the next section.

- 1. From each student's page, click to add each fee to your cart.
 - a. Each item added will update your cart total on the top right side of the page.
- 2. Click on the cart icon to continue with your payment processing.

Should you wish to make a *partial* payment, this option is available by clicking Partial Payment from the cart. These are not scheduled, you will be required to log in and process a payment each time you wish to do so. *Scheduled* payment plans are available for **Transportation Fees only**.



To adjust the amount you wish to pay, click into the green Total box, and enter the desired amount.

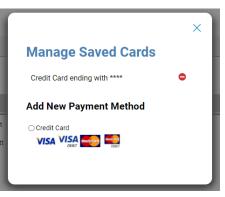
If you have fees at multiple schools, you will edit each school total individually.

Then, click **Return to Checkout** to proceed with payment.

Sturgeon Composite High School					
2021/2022	Due	Pay	In Cart		
Course Fees					
SCHS CISCO S1	\$25.00	\$0.00			
SCHS Comm Tech 10 (5 credit) S1	\$50.00	\$50.00	\checkmark		
SCHS Math 10-C Workbook Term 1 and Full Year	\$25.00	\$0.00			

Next to the Cart Icon is a Menu button with several options:

- **My Account** while you can edit the information here, it will have no effect, as your login credentials from PowerSchool SIS will override anything entered here.
- **Manage Cards** Here you can add, remove, or edit the card information saved within your account. NOTE: Your card information is encrypted and not visible to the school or Division.



• Receipts - here you will see a list of all past payments, even those paid in cash in person at a school, and you can generate and print a PDF receipt for each transaction.

ment History						
Date	To Student	Name		School	Details	Receipt
10/15/2021 4:29:49 PM Payment Total:	\$120.00 \$120.00	Student 1		Sturgeon Composite High School	***	Receipt
10/15/2021 4:29:48 PM Payment Total:	\$507.00 \$507.00	Student 2	:	Gibbons School	***	Receipt
8/17/2021 12:36:51 PM	\$270.00	Student 1		Sturgeon School Division Transportation	***	Receipt
8/17/2021 12:36:51 PM	\$165.00	Student 2		Sturgeon School Division Transportation	***	Receipt
Payment Total:	\$435.00					

- **Statements** Use the dropdown menu to click on a specific child, and then a PDF statement of the current year will be generated for download or printing.
- **Sign Out** This will end your current session with StudentQuickPay, and redirect you to the Sturgeon Public School Division website. Your PowerSchool SIS Parent Portal is still open in another tab.





After clicking Student Fees & Forms, select a child's name from the top banner.

Scroll down to **New Items** and select the item that corresponds to the form you wish to complete, for example, Off-Site Activities Annual Consent Form:



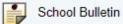
Fill out all required fields, then digitally sign your name in the signature field.

Review the data you have entered and agreed to. If you consent, click Submit.

A copy of the form will be emailed to you.

If you have any questions or encounter any problems when completing forms, do not hesitate to contact your child's school.

School Bulletin:



This will display the information that is posted within PowerSchool SIS for students each day. While this information is geared towards students, it can be helpful information for parents as well.

Use the calendar drop-down to view bulletins from past days.

NOTE: Not all schools use this feature.

	View other dates: 11/2/2021
Sturgeon Composite High School Bulletin for Tuesday, Nove	mber 02, 2021
DAY A	
Remembrance Day Poppies	
Poppies are available for a donation in the front office until Friday. Dona in financial distress, as well as funding for medical equipment, medical r facilities and many other purposes.	
The Canadian Legion has Remembrance Day cont	ests.
Contest One is a hand drawn/painted poster in full colour or black and	I white on the theme Remembrance
 Contest Two is an essay or poem on the theme Remembrance. 	
1st prize is a \$1000 and a trip to Ottawa for next year's National Remer	nbrance Day Ceremony on November 11t
Application forms can be picked up in the office.	
Math Help	
Monday thru Friday in the Library	
Indigenous Beading Club	
November 24 from 3:00-5:00	
Sign-up sheets are available in the office	

Class Registration: Class Registration

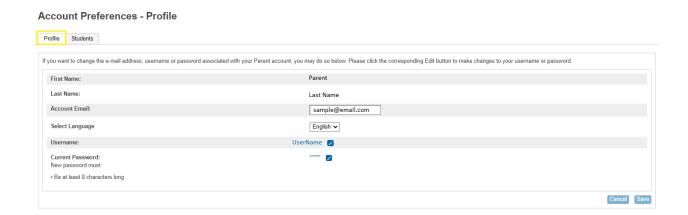
This option will only show in the menu for high school-aged students at schools that use a scheduling program for classes.

				Course Catalog
Crs Num	Course	Туре	Cr Hrs	Prerequisite Notes
1. COM10P3	Communication Technology 10	Required	3.00	
2. CSE10P5	Game Design -Computing Science 10 (PH)	Required	5.00	
3. ELA1105	English 10-1	Required	5.00	Successful completion of LA9 or English 10-2. 65% recommended.
4. FOD10P3	Foods 10	Required	3.00	
5. LDC1092	Film and Media Art 15	Required	5.00	
6. LDC1599	Learning Strategies 15	Required	3.00	
7. MAT1791	Math 10C	Required	5.00	65% in Math 9 is recommended.
8. OUTED14453c	Outdoor Education 10	Required	3.00	
9. SCN1270	Science 10	Required	5.00	Successful completion of Science 9, Science 14 or Science 24. 65% in Science 9 recommended
10. SST1771	Social 10-1	Required	5.00	Successful completion of Social Studies 9, 65% recommended
Total Credit Hours Requested			42.00	

You may click on the course catalog button to search for courses offered by the school. The list shows courses that your student is enrolled in or is interested in taking.



On the **Profile** tab, you can edit your **Account Email, Language Preference, Username,** and **Password.** To change your name, please contact your child's school.



On the **Students** tab, you will see a list of the children currently linked to your account. Click the Add button to add additional children to your account.

Profile Students	Add Student
Add	Student Access Information
	Student Name
My Students	Access ID
To add a student to your Parent account, click the ADD button.	Access Password
1. Student 1 2. Student 2	Relationship Choose 🗸
	Cancel OK



NOTE: you must have the **Access ID** and **Password** provided by the school to add a student. If you do not have this information, please contact your child's school for assistance.



My Schedule

This page displays your child's schedule.

Week View M	latrix View
-------------	-------------



NOTE: Not all schools will display their schedule here. If you are unsure, please contact your child's school for assistance.

The Week View tab allows you to see the schedule for the current week of school, including bell times. The Matrix view shows a Term or Full Year view depending on the school. The Week View will provide a clearer schedule and is preferred in most cases.

	Monday 11/22/2021	Tuesday 11/23/2021	Wednesday 11/24/2021	Thursday 11/25/2021	Friday 11/26/2021
09:00 AM	HomeRoom	HomeRoom Brady, Vernon 110 08:35 AM - 08:40 AM Science 7 Brady, Vernon 110 08:40 AM - 09:25 AM Health/Suidance 7	HomeRoom	HomeRoom Brady, Vernon 110 08:35 AM - 08:40 AM Mathematics 7 Brady, Vernon 110 08:40 AM - 10:10 AM	HomeRoom
	Semenchuk, Byron 204 09:25 AM - 10:10 AM	Semenchuk, Byron 204 09:25 AM - 10:10 AM	Fink, Landon gym 09:25 AM - 10:10 AM		Fink, Landon gym 09:25 AM - 10:10 AM
	Hockey Academy Junior Paziuk, Darryl gym 10:25 AM - 11:55 AM	Social Studies 7 Baillie, Colleen 202 10:25 AM - 11:10 AM	Hockey Academy Junior Paziuk, Darryl gym 10:25 AM - 11:55 AM	Social Studies 7 Baillie, Colleen 202 10:25 AM - 11:10 AM	Science 7 Brady, Vernon 110 10:25 AM - 11:10 AM
		Mathematics 7 🖪 Brady, Vernon 110 11:10 AM - 11:55 AM		Language Arts 7 Semenchuk, Byron 204 11:10 AM - 11:55 AM	Mathematics 7 🖪 Brady, Vernon 110 11:10 AM - 11:55 AM
12:00 PM					



On this page you can view:

- address •
- phone number
- administration ٠
- attendance contact •
- registration contact





This icon is a link to the current year's Division calendar, which will open the calendar page from the Division website in a new tab.

Achievement Scales:

Explanations of the marks you will see in PowerSchool are detailed below:

KINDERGARTEN ACHIEVEMENT

ACADEMIC ACHIEVEMENT SCALE

THE ACADEMIC ACHIEVEMENT SCALE IS USED TO COMMUNICATE ACHIEVEMENT IN THE FOLLOWING SUBJECT AREAS:

- Citizenship and Identity
- Early Literacy
- Personal and Social Responsibility
- Creative Expression
- Early Numeracy
- Physical Skills and Well Being

Environmental and Community Awareness

4	Consistently demonstrates the skill.			
3	Skill is emerging. Child requires minimal support.			
2	Skill is emerging with direct support.			
1	1 Skill requires further development.			
N/A Not assessed at this time.				

GRADES 1 - 6 ACHIEVEMENT						
ACADI	EMIC ACHIEVEMENT SCALE:	NON-CORE ACHIEVEMENT SCALE:				
THE ACADEMIC ACHIEVEMENT SCALE IS USED TO COMMUNICATE ACHIEVEMENT IN THE FOLLOWING SUBJECT AREAS:			THE NON-CORE ACHIEVEMENT SCALE IS USED TO COMMUNICATE ACHIEVEMENT IN THE FOLLOWING SUBJECT AREAS:			
 English Language Arts Mathematics Science Social Studies Grade level achievement - Unless otherwise stated, the student is working at grade level. Student level of achievement and understanding with respect to the learner outcomes:			 Art French Music Physical Education 			
5	Student demonstrates an excellent performance and understanding of the learner outcomes by extending their learning and applying his/her knowledge.	E	Excellent performance and understanding			
4	Student demonstrates a consistent performance and a proficient understanding of the learner outcomes.	Α	Acceptable performance and understanding.			
3	Student demonstrates an acceptable performance and a basic understanding of the learner outcomes.	N	Needs to improve performance and understanding.			
2	Student demonstrates a developing understanding of the learner outcomes.					
1	Student is experiencing difficulty meeting the learner outcomes.					
IPP	Student is on an Individual Program Plan.					
GROW	TH AS A LEARNER ACHIEVEMENT SCALE:					
 THE GROWTH AS A LEARNER ACHIEVEMENT SCALE IS USED OUTCOMES: Accepts responsibility for own behaviour. Completes required assignments. Demonstrates respect to self, others, and property. Listens attentively. Strives to improve his/her work. Uses the class time effectively. 			MUNICATE ACHIEVEMENT IN THE FOLLOWING emonstrates problem solving in different situations. emonstrates organizational skills. ercises self control. blows directions. eadily engages in discussion and activities.			
С	Consistently					
U	Usually					
S	Sometimes					
N	Needs Improvement					

GRADES 7 - 9 ACHIEVEMENT								
ACADEMIC AC	HIEVEMENT SCALE:	NON-CORE ACHIEVEMENT SCALE:						
	ACHIEVEMENT SCALE IS USED TO ACHIEVEMENT IN THE FOLLOWING SUBJECT	THE NON-CORE ACHIEVEMENT SCALE IS USED TO COMMUNICATE ACHIEVEMENT IN THE FOLLOWING SUBJECT AREAS:						
 English Language Arts Mathematics Science Social Studies Physical Education 			Health Option Courses					
Grade level achieven grade level.	nent - Unless otherwise stated, the student is working at							
Student level of achie outcomes:	evement and understanding with respect to the learner							
90-100%	Excellent and insightful	E	Excellent performance and understanding.					
80-90%	Excellent	Α	Acceptable performance and understanding.					
70-80%	Proficient	Ν	Needs to improve performance and understanding.					
60-70%	Competent							
50-60%	Basic							
Below 50%	Limited							
IPP	Student is on an Individual Program Plan.							
WORK ETHIC	GRADE SCALE:							
THE WORK ETHIC GRADE SCALE IS USED TO COMMUNICATE ACHIEVEMENT AROUND THE STUDENT'S RESPONSIBILITY AND INDEPENDENCE.								
E	EXCELLENT - The student demonstrated excellent responsibility and independence by turning in all assignments, and takes initiative for his/her learning.							
С	COMPETENT - THe student demonstrates satisfactory responsibility and independence by turning in most assignments and is usually ready to work and learn.							
Ν	NEEDS IMPROVEMENT - The student has assignn	NEEDS IMPROVEMENT - The student has assignments missing or is frequently not ready to work and learn.						
* 51		<u> </u>						

GRADES 10 - 12 ACHIEVEMENT

ACADEMIC ACHIEVEMENT SCALE:

THE ACADEMIC ACHIEVEMENT SCALE IS USED TO COMMUNICATE ACHIEVEMENT IN ALL SUBJECT AREAS.

Grade level achievement - Unless otherwise stated, the student is working at grade level.

Student level of achievement and understanding with respect to the learner outcomes:

90-100%	Excellent and insightful
80-90%	Excellent
70-80%	Proficient
60-70%	Competent
50-60%	Basic
Below 50%	Limited
IPP	Student is on an Individual Program Plan.
WORK ETHIC GRADE SCALE:	
THE WORK ETHIC GRADE SCALE IS USED TO COMMUNICATE ACHIEVEMENT AROUND THE STUDENT'S RESPONSIBILITY AND INDEPENDENCE	
E	EXCELLENT - The student demonstrated excellent responsibility and independence by turning in all assignments, and takes initiative for his/her learning.
С	COMPETENT - THe student demonstrates satisfactory responsibility and independence by turning in most assignments and is usually ready to work and learn.
N	NEEDS IMPROVEMENT - The student has assignments missing or is frequently not ready to work and learn.