



PowerSchool Parent Access

This document is designed to provide parents with the guidance needed to access student attendance and grade information via the District's PowerSchool system.

To access the service you will need:

- One school assigned username and password per student
 - Access to the Internet
 - A fairly current web browser
1. Connect to the Internet and type the following address into your browser's address window:
<http://www.spokaneschools.org/shaw/>
 2. Click the PowerSchool link to get to the Shaw PowerSchool page and click Enter PowerSchool
 3. Enter your assigned username and password into the appropriate fields.
 4. Click on the Enter button.

PowerSchool

Username

Password

[Forgot your member name or password?](#)

Enter

How to logout from PowerSchool Parent

You may logout of PowerSchool from any section of the website. Just click on the **Logout** button in the upper right corner of the window.

Note: Please be sure to logout from the site before you visit other websites or disconnect from the Internet.

PowerSchool Features

Parents can access the following information via PowerSchool:

- Grades and Attendance (grades 6-12 only) - including class assignments
- Grades History (grades 6-12 only)
- Attendance History
- E-mail Notification
- Teacher Comments
- School Bulletin
- Class Registration (future application)



Grades and Attendance

This feature provides a view of all of your student's grades on one screen. Grades and attendance data will be drawn from the current semester. All grades and attendance will be current at the time report cards are mailed. Please note that class assignments and grades are only available for students in grades 6-12.

Attendance By Class																	
Exp	Last Week					This Week					Course	Q1	Q2	Q3	Q4	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F							
1(A)			T								Social Studies 1 Palmer, Richard	D+ 69	C- 70	0	0	1	1
2(A)											Math 8 Bender, Amy	A- 91	B- 81	0	0	0	0
3(A)											Language Arts 8 Bender, Amy	0	C 75	0	0	0	0
4(A)											Reading Bender, Amy	0	0	0	0	0	0
5(A)											Science 1 Chickris, Janet E.	C 73	C+ 77	0	0	1	0
6(A)											SSR/Lunch 8 Fairweather, Jeff					0	0
7(A)											PE/Health Ainley, Danielle	B- 80	D 66	0	0	0	0
8(A)											Quest Blue Burkhead, Elizabeth		B-			0	0
9(A)											Advisory 8B Miles, Charlene	P 0	0	0	0	0	0
												Attendance Totals		2	1		

This data reflects two weeks of attendance. The key on this page provides a description of the different attendance codes.

You can use an e-mail client like Outlook or Outlook Express to send an e-mail to a teacher by clicking on their name.

These grades reflect current progress grades. Click on the blue score to visit the Class Score Detail page.

Class Score Detail

A single click on an individual class grade in the Grades and Attendance window links to the Class Score Detail Window. If the teacher has entered individual assignment grades into PowerSchool these scores will be visible in the detail view.

Note: If an assignment score is blank please check the due date. Teachers may post assignments prior to their actual due date. Assignment grades that have been partially entered may result in lowered overall scores until all assignment grades have been entered. If a teacher has entered an individual score

comment on a particular assignment, that grade will show up in blue and you may then click on it to view the comment.

Course	Teacher	Expression	Final Grade		
Language Arts 8	Bender, Amy	3(A)	C 75%		

Due Date	Category	Assignment	Score	%	Grd
11/01/2006	HW	halloween paragraph	20/20	100	A+
11/02/2006	HW	Chills Story	17/20	85	B
11/08/2006	HW	Great Depression Pic #1	10/10	100	A+
11/08/2006	HW	Great Depression Pic #2	10/10	100	A+
11/08/2006	HW	Nouns wksh	NHI/60	0	F



Grades History

This section provides detail for the previous semester. Each progress grade will be detailed and each score is linked to a related Class Score Detail section.



Attendance History

This view details the entire semester's attendance history for your student. Please refer to your school's attendance policy as well as the legend at the bottom of this window. Any concerns should be discussed with student and teacher.

Course	Expression	12/11-12/15				12/18-12/22				12/25-12/29				1/1-1/5				1/8-1/12				1/15-1/19				
		M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F
Social Studies 1 Palmer, Richard 251 E: 8/23/06 L: 6/8/07	1(A)																									
Math 8 Bender, Amy 240 E: 8/23/06 L: 6/8/07	2(A)																									
Language Arts 8 Bender, Amy 240 E: 11/2/06 L: 6/8/07	3(A)																									
Reading 8 Bender, Amy 240 E: 11/2/06 L: 6/8/07	4(A)																									
Science 1 Chickris, Janet E. 235 E: 8/23/06 L: 6/8/07	5(A)																									
SSR/Lunch 8 Fairweather, Jeff 138 E: 8/23/06 L: 6/8/07	6(A)																									
PE/Health Ainley, Danielle 281 E: 8/23/06 L: 6/8/07	7(A)																									
Quest Blue Burkhead, Elizabeth 101 E: 10/28/06 L: 1/13/07	8(A)																									
Advisory 8B Miles, Charlene 237 E: 8/23/06 L: 6/8/07	9(A)																									

Explanation of Codes

Legend Attendance Codes: Blank=Present | A=Appointment | E=Excused by Parent | EC=Excused by Counselor | EH=Excused by Health Room | EO=Excused by Office Staff | ES=Excused by Security | I=Illness | P=Pre-Arranged Absence | S=School Activity | TE=Tardy - Excused | TU=Tardy - Unexcused | TO=Time-Out Steps | TR=Truant | U=Unexcused | V=Unverified | W=Juvenile Detention | X=In School Suspension | Y=Suspension | Z=Expulsion |



E-mail Notification

Parents may elect to have e-mail updates sent at regular intervals by PowerSchool. You must complete the relevant sections in order to receive e-mail updates. There are five types of updates - you may choose any or all.

1. **Summary of current grades and attendance** E-mail notification giving a summary of final grade and attendance totals for each of your child's classes.
2. **Detailed reports showing all assignment scores for each class** E-mail notification, one e-mail for each class, with each assignment for the quarter with scores. (Note: Since your student has multiple classes, you will receive one for each class. If you have multiple students enrolled in the District you may receive a large number of e-mails with detailed information.)
3. **Detailed report of attendance** E-mail notification containing detailed attendance reports for each class they are enrolled in for the current term.
4. **School announcements** Some school announcements may be entered here, but it is not meant as a replacement for the normal school calendar or announcements found on the district/school website or sent home with students. This will be active in the near future.
5. **Balance Alert** The District does not have this function available to parents as we utilize a separate meal tracking system.

Select the updates that you wish to receive by checking the appropriate box.

Choose the interval of the updates. You may choose from daily, weekly, twice a month or monthly.

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)

You may enter up to 3 e-mail addresses to receive reports. Be sure to include your full e-mail address and double check it.

Check the Send Now box to have an e-mail sent as soon as you click the submit button.



Teacher Comments

This section shows the most recent comments submitted with report cards. As with other sections of PowerSchool, it is possible to click on the teacher's name to send that teacher an e-mail (applies to computers with installed an e-mail client like Outlook or Outlook Express).

Exp.	Course	Teacher	Comment
1(A)	Social Studies 1	Palmer, Richard	
2(A)	Math 8	Bender, Amy	Student is receiving special instruction in this class.Student is receptive to extra help from the teacher.Student, keep up the good work!
3(A)	Language Arts 8	Bender, Amy	
4(A)	Reading 8	Bender, Amy	
5(A)	Science 1	Chickris, Janet E.	Grade reflects reduced requirements/additional assistance.
6(A)	SSR/Lunch 8	Fairweather, Jeff	
7(A)	PE/Health	Ainley, Danielle	
8(A)	Quest Blue	Burkhead, ElizaBeth	
9(A)	Advisory 8B	Miles, Charlene	



My
Schedule

My Schedule

This feature displays current enrollment information.



Password

Password

This feature allows you to create a new parent and/or student password.



Honor
Roll

Honor Roll

This feature displays honor roll records for you student.



Test
Scores

Test Scores

This feature displays district and state assessment date for your student.



Access
Logs

Access Logs

This feature displays PowerSchool Parent/Student Portal access summary for parents and students.



School
Information

School Information

This feature Displays address and office phones numbers for school and administrators.