

March 29, 2011

Dear Parent/Guardian:

We began using a new student information system called PowerSchool this year. We are pleased to inform you that a pilot of the Parent Portal feature will begin on Monday, April 25, 2011. Parents of children in grades six through twelve will have access to the Parent Portal.

Parent Portal is an integrated tool that allows parents to use any computer with Internet access to view specific information about their children, including items such as attendance, assignments, and grades. We believe that this tool will further enhance the communication between parents and teachers, and aid in our partnership as we seek to provide the best education possible. If you do not have Internet access at home, please visit any branch of the West Hartford Public Library or other community resource centers where computers are available, such as the Elmwood Community Center.

Instructions for setting up parent accounts and using the system are enclosed in this mailing and will be posted on the West Hartford Public Schools web page at www.whps.org. Also included in this mailing is your User Name and Password. These are required to log on to set up your Parent Portal account for the first time for each child. Please keep them secure as you would for any account and password information.

Please be patient during this pilot as we all learn how to make the most effective use of this communication tool. We are piloting this over the last eight weeks of this school year so we can be fully operational next year. We will iron out any kinks that we find in the system during this period. Please discuss any grading issues or concerns about students with your child's teacher directly, and allow teachers time to respond.

Sincerely,

Thomas Moore
Assistant Superintendent for Administration

TM/cp

Enclosures

