



Steelton-Highspire School District
250 Reynders Avenue
Steelton, PA 17113
717-704-3800
Fax: 717-704-3808

Dear Parent or Guardian:

Power School is our Student Information System (SIS) which is a web-based program which allows parents and students to access grades and attendance and to keep phone number information up to date. You will need internet access and either a web browser or the PowerSchool Parent App to obtain access to this information. You must log into the website version first to get the code to use with the app.

We recently updated the login process for Power School Parent portal to allow for single sign on capability. This feature will prevent you from having to log on with separate accounts for each child you have in the system. All children that you are responsible for will now be under one account. It also allows each parent/guardian to have their own separate account and email settings for each child you sign up for under your new Parent Single Sign on account.

If you already have a previous parent access account you can add additional students to that same account by asking the main office to provide you with your child's access code and password.

If you do not currently have a Power School Parent access code then you must first email SHSDPowerSchool@shsd.k12.pa.us with your full name, email and your children's names. We can then email the access codes back to you for your children. After you get those access codes you will need to create you PowerSchool Parent portal account and associate your students to the account with the access codes provided.

New parent account instructions: You must first create a new account following the directions below

1. Visit <https://ps-sth.caiu.org/public>
2. Click on the button, "Create Account"
3. Enter your first name, last name, and e-mail address.
4. Pick a username and enter it in the Desired Username blank.
5. Pick a password that is at least 8 characters long, contains at least 1 upper case letter, 1 lower case number, 1 number and 1 special character (symbol). Enter it into the password blank, and again into the Re-enter password blank.
6. Enter the student information for one or all of your children in the fields provided with your child's access ID and Access passwords for each child. You can obtain these from the main office. Please note: Both the Access ID and Password are case sensitive!
7. Click Submit

Once you create your new Single Sign on Parent Account you can link additional students after logging in with your chosen user name and password.

Please keep your logins and passwords confidential so only you can access the information. They are not intended for students, or others that are not the parents or guardians of the student. If you lose your password or login, come to the main office and show identification and fill out a form requesting access. We can then email the new account info to you within one business day after we process the form. We can only provide this information to a parent or guardian.

Parent Notification System Info on Page 2:



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Parent Notification System information:

The school district uses a mass phone calling notification system to alert you if there are emergencies, school closings or special events throughout the school year. You can use your Power School Parent Access Account to modify which phone numbers or email addresses we use when we send out notification messages. Please keep these phone numbers and emails up to date.

By default the system will call every number that is on file when we send a call out beginning this school year. Please take time to update your phone number preferences in the online Parent Portal if you do not want to receive the calls on all of your registered phone numbers. The system will also send out emails with the details of the message in the email to all registered email addresses on file.

If you need to update your contact numbers or emails in PowerSchool you can do so in your PowerSchool parent portal account or by calling the main office and notifying them of the specific changes.

Information on how to use this system and how to create an account can be found under the PowerSchool link on our website and there is also a Parent Access Form available in the office that you can fill out to obtain a Power School Parent Access Code to access your child/children's grades and to manage your contact preferences for the parent notification system. You must bring proper identification like a driver's license to receive a Parent Access Code. If you do not have a Power School Parent Access Code and want the district to remove any phone numbers from the calling list please contact your schools main office and request and provide them with your name, your child's name and the phone number/s that you do not want to be called. We will remove those numbers within one business day.

Sincerely,

Ms. Eleni Cordero
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Jr./Sr. High School Principal

Ms. Tarah Gross
TGross@shsd.k12.pa.us
Jr./Sr. High School Asst. Principal

Mrs. Megan Armstead
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ELEM Principal

Mrs. Elayne Thomas
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