



Ephrata Area School District

803 Oak Boulevard, Ephrata, PA 17522-1998
Phone: (717) 721-1513 www.easdpa.org

August 14, 2019

To the Parents/Guardians of
«FIRST_NAME» «LAST_NAME»
«ADDRESS_1»
«ADDRESS_2»
«ADDRESS_CITY», «ADDRESS_STATE» «ADDRESS_ZIP»

Dear Parents / Guardians,

In the coming weeks, we are set to begin another fantastic year at Ephrata Area School District. We are ramping up for the start of the year with excitement and purpose to continually improve our service to our students and the community. It is with this mindset that we are proud to announce an important change to one of our key systems. Over the past several months, we have transitioned from our previous student information system, Sapphire K12, to PowerSchool.

The change to PowerSchool will allow the District to make deeper connections to modern instructional tools, enhance communication with both students and parents, and support our faculty in providing a more personalized education for our students. Components of a student information system include gradebooks, class scheduling, student attendance, and the predominant storage location for all student records. Other systems connected to EASD will remain the same, but you may see gradual changes to other systems because of our new capabilities with PowerSchool. As with any change, there will be a learning progression for everyone in the District, students and families included. We are confident that that change will allow EASD to better support your student's education.

Your Sapphire Parent Portal account is no longer active. To create a PowerSchool account please use the URL, student access ID, and the directions on the backside of this letter. To ensure accuracy of access IDs, one letter has been generated per student. If you have a child for whom you did not receive a letter, please contact your child's building or the Technology Services Department at 717-721-1463.

The Parent Portal will allow you to see your student's grades, attendance information, and a variety of other information. Below is your access ID and password to set up your parent portal account. Please note, if you have multiple children in the district, you can simply add the additional access ID/passwords when you create your account. **Directions for creating an account will be on the back of this letter.**

EASD PowerSchool URL: <https://powerschool.easdpa.org/public>

Student Name: «**LastFirst**»

PowerSchool Access ID: «**Web_ID**»

Onetime Access Password: «**Web_Password**» ***MUST BE CAPITALIZED***















Sincerely,

Tim McCormick, Ed. D
Director of Technology

How to set up your PowerSchool Parent Account

1. With any Internet enabled device, go to <https://powerschool.easdpa.org/public>
2. Click on the “Create Account” tab
3. Click the blue “Create Account” button in the center right of the window
4. Enter the following information:
 - Your first name
 - Your last name
 - Email address,
 - Desired username
 - 8-character password and reenter password for confirmation
5. Type child’s full name
6. Enter the “PowerSchool Access ID” (front side of this letter)
7. Enter the “Access Password” (front side of this letter)
8. Select the most applicable relationship descriptor
9. Repeat steps 5 – 8 for each child letter you received
10. Scroll down to the bottom of the page and click “Enter”
11. Your account has been created and you can use your newly created username and password to sign in.

Navigation

-  Grades and Attendance
-  Grade History
-  Standards Based Report Card
-  Standards Based Report Card
-  Student Transcript
-  Attendance History
-  Email Notification
-  Teacher Comments
-  School Bulletin
-  Class Registration
-  My Schedule
-  School Information
-  Account Preferences
-  Annual Re-Registration

Once logged in, you will see you children’s name(s) as tabs across the top. The side navigation menu (pictured) will provide access to various student information. Some data will not populate until we begin the school year.

There is an Apple IOS and Android App as well. The links for those apps are located on the bottom of your parent portal page as well as below.

To use the app, you must first enter the district’s 4 letter code: **MNKH**

Apple App Store:

<https://apps.apple.com/us/app/powerschool-mobile/id973741088>

Google Play Store:

https://play.google.com/store/apps/details?id=com.powerschool.portal&hl=en_US