



YONKERS
PUBLIC SCHOOLS

Innovation • Inspiration • Excellence for All

Parents/Guardian of
STUDENT'S NAME
Mailing Address

Sample Letter

One Larkin Center
Yonkers, New York 10701
Tel. 914 376-8229
Fax 914 376-8584
SIS-support@yonkerspublicschools.org

Dr. Edwin M. Quezada
Superintendent of Schools

Dr. Fenix Arias
Division of Non-Instructional Services

Mr. Michael Hoffmann
Student Information Systems

To the parents of **STUDENT'S NAME**:

«*School_name*» is pleased to provide you with access to **STUDENT'S NAME** attendance records and current grades via the PowerSchool Parent Portal. To access this information you will need to follow these steps:

1. Open an internet browser on any web accessible device.
2. Type <http://yonkersps.powerschool.com/public> in the address bar of your browser. Choose "Create Account" to start the process.
3. Create your account by following the on-screen prompts. You will need to supply your first name, last name, email address, username, password, and relationship to child. Please make note of your username and password.
4. To link to your child, use the provided Access ID and Password below. The Access ID is case sensitive.

Your Access ID is: «Web_ID»

Your Access Password is: **STUDENT'S NAME**, *Date of Birth* in the following format: mm/dd/yyyy.

For example, if his/her birthday is February 2, 2010, you will enter 02/02/2010.

5. If you have more than one child in the district, you may link them on this screen, or in the Parent Portal. You will need a unique Access ID and password for each additional child

Once you successfully create your account, you will be able to use your username and password to sign in to your child's account and monitor his/her academic progress.

If you have any questions regarding the use of the Parent Portal please contact the Student Information Systems Department at 914-376-8229. You may also refer to documentation located at <https://www.yonkerspublicschools.org/parentportal>.

Wishing you and **STUDENT'S NAME** a successful academic year,

Sincerely,

Mr. Michael Hoffmann