



# Laurel Highlands School District

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August 29, 2011

Parents/Guardians:

We are writing to notify you of our eSchoolbook parent portal opportunity. Our teachers are currently utilizing eSchoolbook, which is an online student grading and attendance program. Since you are a parent with a student in grades 6-12, you will be able to view your child's grades and homeroom attendance. The district plans to open the portal for grades 1-5 in the near future. The parent portal is easy to use and will allow you to take a more active role in your child's education.

Access to eSchoolbook is available from anywhere in the world just by using any internet connection. Once you have logged into the eSchoolbook program, you have access to a variety of information at the click of a button. You can view information on your son or daughter at any time. Although information is available 24/7, teachers have up to ten workdays after the due date of your child's **graded** assignment to upload grades onto the program. In addition to the online communication, any questions you ever have about your son or daughter can still be answered by contacting teachers, counselors, or principals at their respective buildings.

At the bottom of this letter we have given you a username and password. Please remember that the parent username and password are confidential and shouldn't be shared with anyone. The following directions have been developed to help you to access the eSchoolbook parent portal. These directions are also located on the district's website at [www.lhsd.org](http://www.lhsd.org). Any specific technical questions can be directed via email to our helpdesk at [helpdesk@lhsd.org](mailto:helpdesk@lhsd.org).

Sincerely yours,

Randy L. Miller, M.Ed.  
Director of Curriculum and Instruction