



# GLENBARDEAST

RIGHT ATTITUDE MEANS SUCCESS

Mr. Shahe Bagdasarian, Principal

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1014 S. Main Street, Lombard, IL 60148, (630) 627-9250, [www.glenbardeasths.org](http://www.glenbardeasths.org)

Dear Glenbard East Parent or Guardian:

Welcome to the 2019-20 school year! We are looking forward to working with your student to make this year a successful and rewarding one! The information included in this packet will make the process as simple and convenient as possible. As you complete the registration materials in this packet, please keep the following items in mind:

**Online Registration & Payment** - Online registration will be available July 8<sup>th</sup> through August 1<sup>st</sup>. Please follow the system prompts to register your student and pay your fees online **by August 1<sup>st</sup>** to realize your prompt pay discount of \$35 (Instructions enclosed). Note: If you do not have internet access, computers are available at school during summer hours and your local library has computers available. Registration payments made after August 1<sup>st</sup> will pay the full registration fee of \$235. *Registration and payment of fees are required prior to students receiving instructional materials and schedules during back-to-school week.*

**Back-To-School Week** – Back-to-school week will occur August 5 through August 8. It is important that students attend on their scheduled day. During back-to-school week, students will receive their class schedules, transportation information and have their ID/yearbook pictures taken. Freshmen will also receive PE uniform/lock and their iPad, along with training.

**Notification System** – Glenbard has implemented a new notification system to improve communication with our families. Please make sure that you complete this section as part of the registration process to ensure we have your current contact information.

**AP Exam Timeline:** The College Board has changed its timeline for ordering AP exams for 2019-2020. Specifically, exams will need to be ordered and paid for by November 15, 2019. The fee for each AP Exam remains at \$94 per exam; \$142 for AP Seminar and AP Research exams. Exams ordered late between November 16 and March 13 incur an extra \$40 late fee. More information will be provided from school staff once school commences, however, we wanted to make you aware of this change now.

**Deep Learning & Engagement with Technology in Glenbard District 87** – Please review our Deep Learning & Engagement with Technology in Glenbard District 87 brochure enclosed in your packet. The brochure provides valuable information relating to:

- Goals of our 1:1 Program
- Glenbard's learning management system, Schoology
- Student's care of the iPad
- Digital health and wellness
- Commonly asked questions

If you have any questions, please contact our offices at 630.627.9250. We are looking forward to a successful 2019-2020 school year!

Sincerely,  
Shahe Bagdasarian  
Principal

### WHERE EXCELLENCE IS TRADITION

Ms. Joan Witkus, Assistant Principal for Instruction • Mr. Kurt Johansen, Assistant Principal for Operations  
Mr. Antoine Anderson, Assistant Principal for Student Services • Mr. D'Wayne Bates, Assistant Principal for Athletics

## GLENBARD EAST REGISTRATION PACKET 2019-2020

### ENROLLMENT TIMELINE

June 14	Residency Verification Due	August 6	Freshman Back-to-School & iPad Training
July 8 - Aug. 1	On-Line Registration Open	August 7	BACK-TO-SCHOOL WEEK (So./Jr./Sr.)
July 29 - 31	Extended Summer Hours (by appt.)	August 9	Freshman Student Orientation
August 1	Registration & Payment Due	August 12	Athletic Parent Meeting
August 5	Freshman Parent Meeting (6:00 p.m.)	August 14	First Day of School

**BACK-TO-SCHOOL WEEK:** Students are only permitted to take part in Back-to-School Week during their scheduled time. All returning students are expected to bring their iPad for a readiness inspection. Software updates should be run in advance.

Monday, August 5	Tuesday, August 6	Wednesday, August 7	Wednesday, August 7	Friday, August 9
<b>FRESHMAN PARENT NIGHT</b>	<b>FRESHMAN IPAD DEPLOYMENT</b> See page 7	<b>SOPHOMORES, JUNIORS, &amp; SENIORS</b> Last Name: A-C (8:00 a.m.) Last Name: D-G (9:00 a.m.) Last Name: H-K (10:00 a.m.)	<b>SOPHOMORES, JUNIORS, &amp; SENIORS</b> Last Name: L-O (12:00pm) Last Name: P-S (1:00 p.m.) Last Name: T-Z (2:00p.m.)	<b>FRESHMAN ORIENTATION</b>
<i>Biester Auditorium</i> (6:00 p.m.)	<b>Transfer Students</b> (9:30 a.m.)			<i>East Gym</i> (7:45 a.m.)

**FEES & REGISTRATION:** Glenbard utilizes an on-line registration process for families. Please refer to the enclosed "On-Line Registration" flyer contained in this packet for instructions. Both parent/guardian and student will be required to approve on-line policies and terms/conditions. Glenbard's Student Fee Schedule is located under the Parent section on our website.

**The required annual fees for all Glenbard students are:**

- \$235 - Registration Fee (Prompt pay fee of \$200 if paid in full by August 1, 2019)
- \$189 - iPad Rental Fee (Juniors & Seniors)
- \$149 - iPad Rental Fee (Freshmen & Sophomores) as a result of reduced cost from our vendor
- \$85 - Digital Curriculum Fee

**Deadline:** On-line registration and payment must be completed by August 1, 2019. Registration and payments received after this date will pay the \$235 Registration & Fee charge versus the prompt pay fee of \$200.

**Registration & Fees:** The Registration and Fees charge includes registration, all course fees, student activity pass, and handbook. The handbook will be digitally loaded on you student's iPad.

**Classroom Materials:** PE uniforms and locks will be provided to all incoming Freshmen on Tuesday, August 6 and will be directly billed (\$24) to you for on-line payment. Returning students may use these items from previous years or they will be able to purchase PE uniforms and locks during the first week of school.

**Optional Fees:** The Athletic participation fee is \$150 per student, per year. The fee allows your student to participate in unlimited sports. Students who sign up for the Behind the Wheel portion of Drivers Education will be charged \$350. Yearbooks are also available for purchase through the on-line registration & payment process. In addition, parking passes are limited and cost \$100 per semester for the Senior lot and \$25 per semester for the Sunset Knolls parking lot.

**PAYMENT OF FEES:** It is the policy of the Glenbard Board of Education that prior to the first official day of class students are expected to have paid fees and course materials in full. Payments are due by **August 1, 2019** for families in order to realize the prompt-pay discount of \$35 and to ensure that your student can participate in Back-to-School Week. The on-line registration instructions will guide you through the registration and payment process. Those families who are unable to pay in full, due to financial circumstances, should refer to the Financial Assistance Programs referenced below. Payment is due by **August 1, 2019**.

**PAYMENT PLAN:** Glenbard offers a 4-pay, payment plan that allows you to pay your fees over the course of the school year. A \$7 convenience fee will apply. **IMPORTANT:** If you want the optional Athletic Participation Fee to be included in your payment plan, you must select this fee when you register online.

### **FINANCIAL ASSISTANCE PROGRAMS:**

**National School Breakfast and Lunch Program - (Free or Reduced Meals):** Families that are eligible for the National School Breakfast and Lunch Program (Free or Reduced Meals) must apply **each** year for approval. Application procedures and forms are available on-line ([www.glenbard87.org](http://www.glenbard87.org)). These forms can be found by first clicking on the 'Parents' section of the website, then scrolling down to the 'Financial Aid - Lunch and Breakfast Program'. A link to our PowerSchool system and instructions are also provided at this site. If you believe you are eligible, please complete the on-line application form for submission. If you have questions regarding this program, please contact the Assistant Principal for Student Services Office.

**Waiver of School Fees:** Families that are eligible for waiver of school fees must apply **each** year for approval. Applications can be completed during Summer Extended Evening hours through the Office of the Assistant Principal for Student Services. School fee waiver information is contained within the Parents section of our website ([www.glenbard87.org](http://www.glenbard87.org)), under Financial Aid - School Fees. Application forms are also available at the school. As part of the waiver application process, you will be required to sign up for the 8-payment plan. **This plan will remain in place in the event you are not approved for waiver of fees.** **IMPORTANT:** If you want the optional Athletic Participation Fee to be included in your payment plan, you must select this fee when you register online.

**Extended Summer Hours:** Daytime and evening hours are available this summer for families to apply for the Fee Waiver and on-line Free or Reduced Breakfast and Lunch programs. Staff will be available from 12:00 p.m. until 8:00 p.m. to assist you with the application process on July 29 – July 31. Please call 630-424-6605, after July 1, 2019 for further information.

### **TECHNOLOGY:**

**All incoming freshmen** will be issued an iPad to manage coursework. The annual rental fee for the iPad, case, insurance and loaner program is \$149 per year<sup>1</sup>, per student. Freshmen should look for more details on the "Freshmen Back-to-School Day" page of this packet. Please note that only Freshmen & Sophomore students are eligible for this reduced fee due to the reduced cost of the iPad from our vendor.

**Returning students** that were issued an iPad for the 2018-19 school year are responsible for maintaining their device in good working order and will use their device for the upcoming 2019-20 school year. Returning students are expected to bring their device to Back-to-School Week for an 'iPad readiness' inspection. Students should run all software updates in advance to help expedite this process. Returning Juniors and Seniors will continue to be billed the annual \$189<sup>1</sup> iPad rental fee.

<sup>1</sup>After the family has made 4 annual rental payments over the student's career at Glenbard and the student's account is paid in full, the device will become the property of the student. In other words, this is a rent-to-own program.

**Digital Curriculum/App Fee:** Students will also be required to pay an \$85 annual digital curriculum/App fee that covers the costs of all digital curriculum (digital textbooks, digital novels, digital workbooks) and applications (Schoology, our learning management system; etc.) that the student will use for their coursework.

**Note:** Certain courses may still require non-digital materials (hard-bound textbooks; paperback novels or workbooks). If your student is provided these non-digital materials, they will be provided at **no additional charge**. Textbooks must be returned by the student in good condition at semester end (semester classes) or by year end (year-long classes), or fines could apply.

## **ADDITIONAL INFORMATION**

**ATHLETICS:** Athletic registration information is included in this mailing. Athletic participation fees are \$150 per year, per student. Payment of the fee allows your student to participate in **unlimited sports** for the year. Note: You must register your student for school prior to registering your student for a sport.

**BELL SCHEDULES:** The schedules can be found in the digital student handbook or viewed on-line at [www.glenbardeasths.org](http://www.glenbardeasths.org) under the "Students" tab. Please note that our Zero Hour PE class runs Monday through Friday from 6:40 a.m. to 7:20 a.m. Door 1 will be open at 6:30 a.m. in order to allow those students participating in Zero Hour PE to check-in and get dressed for class.

### **BUS TRANSPORTATION:**

**Providers:** Glenbard School District 87 contracts with **First Student** for regular education transportation services and **Hopewell Inc.** for our special education transportation needs.

**Routes:** Glenbard uses transportation routing software to lower transportation costs and increase efficiency. Bus routes may be different from one school year to the next as routes are re-evaluated. Bus route information for your student is available on-line at [www.glenbardeasths.org](http://www.glenbardeasths.org).

**Student ID - Ridership Requirements:** Students are required to present their ID to any bus driver or Glenbard staff member upon request. Students who are not able to produce their ID will be required to receive a temporary pass to ride the afternoon bus and may be referred to the Deans' Office for appropriate consequences. Students will be responsible for riding their designated buses. Bus drivers and school administrators will deny requests for students to ride other routes than previously assigned unless pre-approved by the Deans' office. Athletic/Activity buses require either a teacher issued pass or athletic sticker for ridership.

**GPS Bus Tracking:** Glenbard District 87 has decided to terminate the First Student **FirstView™ Parent App** for the 2019-20 school year due to limited use by students & parents, cost and concerns regarding accuracy of information. We will continue to assess this product in order to make a determination regarding reinstatement in the future.

**AP EXAM TIMELINE:** The College Board has changed its timeline for ordering AP exams for 2019-2020. Specifically, exams will need to be ordered and paid for by November 15, 2019. The fee for each AP Exam remains at \$94 per exam; \$142 for AP Seminar and AP Research exams. Exams ordered late between November 16 and March 13 incur an extra \$40 late fee. More information will be provided from school staff once school commences, however, we wanted to make you aware of this change now.

**FOOD SERVICE:** District 87 is pleased to partner with Sodexo, Inc. for our cafeteria service. Important information regarding Sodexo, menu offerings, on-line prepayment instructions for student breakfast and lunch is available in the Parents section of the website under "Food Service". We encourage you to visit [www.MySchoolBucks.com](http://www.MySchoolBucks.com) to sign up for the prepayment option. The system is easy to use and provides parents with management options such as auto-refill, balance review, low-balance warning email, and visibility to items purchased by your student. **Students will also be able to purchase breakfast and lunch using debit or credit cards.**

**INSURANCE:** District 87 provides “school-time” accident insurance protection for your student as part of its current insurance program. “School time” includes the school day while your student is attending academic school sessions and up to one hour before and one hour after regular classes. Your student is protected during school-sponsored activities as well, which further includes travel directly or indirectly and uninterruptedly to and from such school activity. **Note: This coverage does not include interscholastic tackle football.** Benefits are secondary to all other collectible insurance policies. Accidents or injuries must be reported to the appropriate teacher, coach, trainer, or nurse as soon as possible. Accidents that are not reported within 30 days of the accident will not be covered by the insurance carrier. Medical insurance is the responsibility of parents. This insurance program is for “school-time” accidents only. Optional coverage can be purchased for two programs: 24-Hour Optional Coverage and Grade 9-12 Interscholastic Tackle Football. Insurance brochures are available during Back-to-School Week or can be received by calling the school.

### **MEDICAL REQUIREMENTS (PHYSICALS):**

**Freshmen Only:** All freshmen and transfer students must provide a completed physical with required immunizations to the school nurse by August 1, 2019. The physical exam must be completed within one year of entrance into 9th grade. Students will not be permitted to participate in Back-to-School Week unless the School Nurse has received the required Health Exam and Immunizations. Documentation can be faxed to the Health Office at 630.424.6438 or questions directed to 630.424.6681.

**Seniors Only:** All seniors will need to provide proof of receiving the Meningitis Vaccine to the school nurse by August 1, 2019. Without proof, your student will not be permitted to pick up his/her schedule and will be unable to attend class.

**Students with Asthma:** Effective January 2017, schools must request an asthma action plan each and every school year for any student diagnosed with asthma. The asthma action plan and medication authorization forms are available online at [www.glenbardeasths.org](http://www.glenbardeasths.org) on the nurse’s office webpage.

**Medications at School:** Students must submit a School Medication Authorization Form completed by their physician and parent/guardian in order to take medication at school. This form is available on-line at [www.glenbardeasths.org](http://www.glenbardeasths.org) on the nurse’s webpage.

**EAST NEWS:** East News will be sent electronically to the email address you provide in PowerSchool. This provides information on current events, achievements and other topics relevant to the Glenbard East Community.

**PICTURES:** Yearbook and ID photos are taken at Back-to-School Week. Students should dress appropriately. Photo purchases made through Lifetouch and are optional. (Note: Senior photos are taken with Prestige Portraits by Life Touch and should be taken prior to November in order to make the yearbook.)

**RESIDENCY VERIFICATION:** All families must verify residency each year prior to registering for school. Residency verification was due June 14<sup>th</sup>. Glenbard utilizes an electronic residency verification process and the majority of our families were electronically verified. However, if we could not electronically verify your residency, you should have received a letter in the mail from us in May, requiring you to verify residency in person or by mail by the due date referenced above. Residency procedures are located in the Parents section of our website, under the Residency Verification section. Verification of residency protects all of our families and ensures that only students that live in our school district boundaries attend Glenbard schools. **It is illegal to attend school in a district where you are not a resident.** Contact the Assistant Principal for Student Services (APSS) at school for more information.

**SENIORS ONLY:** The on-line registration process will ask parents/guardians for two keys pieces of information:

- 1) Verify your student’s name as to how it will appear on his/her diploma\*.
- 2) Provide authorization to release transcripts.

\*Any changes must be made in writing and submitted to the registrar by December 21, 2019.

**STUDENT ID REQUIREMENTS:** Students are required to carry, and present upon request, their student ID to any Glenbard staff member. Student IDs are required for entry to the building, to get on the bus, lunch purchase, library and lab check in, etc.

**STUDENT SCHEDULES:** Final schedules will be provided to your student at Back-to-School Week. Counselors will be available on a limited basis for questions beginning August 6<sup>th</sup>. Appointments are required, please call 630.627.9250.

**TECHNOLOGY CENTER OF DUPAGE (TCD):** The first day of class for TCD is Friday, August 16, 2019. TCD students will be required to be in attendance at Glenbard East for the full day on August 14 & 15, unless excused by parent or guardian.

**TRANSFER STUDENTS:** An orientation for any Sophomore, Junior, or Senior student who did not enter Glenbard East as a Freshman is scheduled from 9:30 a.m. to 12:00 p.m. on Tuesday, August 7 in the library. Please follow the bus schedule on page 7 and utilize the route time noted for Group 3.

**YEARBOOK:** Your Glenbard East yearbook can be purchased as part of the on-line registration and payment process. Please purchase the yearbook at this time to reserve your book! After school is in session you will also be able to reserve your yearbook through the online store at [www.shop.jostens.com](http://www.shop.jostens.com), or you may also find the link to that site at [www.glenbardeasths.org](http://www.glenbardeasths.org). The current purchase price for a yearbook is \$45, however orders made after November 1, 2019 will incur a \$5.00 increase. The deadline for all purchases is December 31, 2019.

#### **PARTNERSHIP FOR EDUCATIONAL PROGRESS:**

Partnership for Educational Progress or PEP is an educational foundation that provides financial resources to enhance student achievement and enrich learning opportunities for Glenbard Township High School District 87 and its feeder districts. PEP provides funding for:

- **Educational enrichment:** donations used to support curriculum-enhancing projects and innovative teaching initiatives that enhance student learning.
- **Student support:** donations used to provide fee-assistance scholarships to cover the cost of school fees, activities and instructional materials for students from families undergoing financial hardship.

Tax deductible donations can be made online at [thepepfoundation.org/d87donations.htm](http://thepepfoundation.org/d87donations.htm) or send a check made out to The Pep Glenbard Fund & mail to PEP, 596 Crescent Boulevard, Glen Ellyn, IL. 60137.

**Please support our students!**

## Freshman Schedule for Back-To-School Week

**MONDAY, AUGUST 5, 2019, 6:00 PM**

**FRESHMAN PARENT MEETING**

*(Biester Auditorium)*

**TUESDAY, AUGUST 6, 2019**

**BOOK BUY & IPAD TRAINING**

<u>Group #1:</u>	<u>Group #2:</u>	<u>Group #3:</u>	<u>Group #4:</u>	<u>Group #5:</u>	<u>Group #6:</u>
A - C	D-G	H-K	L-O	P-S	T-Z
(8:00am)	(9:00am)	(10:00am)	(12:00pm)	(1:00pm)	(2:00pm)

The back-to-school day is designed for students only. PE uniforms and locks will be provided to all incoming Freshmen on Tuesday, August 6 during their specified iPad training time and will be directly billed (\$24) to you for on-line payment. Should you choose to purchase photos through Life Touch, a separate payment will be required. Students should adhere to the schedule above and report to the cafeteria immediately upon arrival. All freshman students will be issued an iPad on this date. In order to ensure that every student is prepared for his/her first day of school, he/she must also participate in one of the iPad training sessions being held in rooms 270-289. The entire process should take approximately 2 hours. Feel free to contact us at 630.627.9250 if questions arise concerning book buy or iPad distribution.

**FRIDAY, AUGUST 9, 2019**

**FRESHMAN STUDENT ORIENTATION & COOKOUT**

All incoming freshmen are to report to the East Gym at 7:45 AM. Immediately following orientation, a hot dog BBQ lunch will be provided. If a student has any specific dietary restrictions, please contact the Assistant Principal of Student Services office at 630-424-6603. Students are also welcome to bring their own sack lunch. The BBQ is scheduled to end at 1:30 PM.

### FRESHMAN BUS SCHEDULE

AM Pick-up Locations	Freshman iPad Training and Book Buy						Freshman Orientation August 10 <i>(One Bus Only)</i>
	Tuesday, August 7						
	<i>(Northern region of attendance area only)</i>						
<i>Last Name Begins:</i>	Group 1	Group 2	Group 3	Group 4	Group 5	Group 6	
A-C	D-G	H-K	L-O	P-S	T-Z		
Stanley Hall School	6:30	7:30	8:30	10:30	11:30	12:30	<b>6:30</b>
Reskin School	6:34	7:34	8:34	10:34	11:34	12:34	<b>6:34</b>
Stonegate Apts. (Glen Ellyn Rd.)	6:37	7:37	8:37	10:37	11:37	12:37	<b>6:37</b>
Marquardt Middle School	6:41	7:41	8:41	10:41	11:41	12:41	<b>6:41</b>
Wilshire Towers @ Clubhouse / Regency Dr.	6:46	7:46	8:46	10:46	11:46	12:46	<b>6:46</b>
Blackhawk School	6:49	7:49	8:49	10:49	11:49	12:49	<b>6:49</b>
Cardinal & Oriole	6:55	7:55	8:55	10:55	11:55	12:55	<b>6:55</b>
Bloomingdale & Dunteman	6:59	7:59	8:59	10:59	11:59	12:59	<b>6:59</b>
Greenway & Bloomingdale	7:01	8:01	9:01	11:01	12:01	1:01	<b>7:01</b>
Winnebago School	7:06	8:06	9:06	11:06	12:06	1:06	<b>7:06</b>
Morningside & Terry	7:10	8:10	9:10	11:10	12:10	1:10	<b>7:10</b>
Swift & College	7:16	8:16	9:16	11:16	12:16	1:16	<b>7:16</b>
Route 53 & Winthrop	7:20	8:20	9:20	11:20	12:20	1:20	<b>7:20</b>
Glenbard East High School	7:30	8:30	9:30	11:30	12:30	1:30	<b>7:30</b>



## GLENBARD EAST ATHLETICS

D'Wayne Bates, Assistant Principal of Athletics

Ph. 630.424.6700 Fax 630.627.9260

Web: [il.8to18.com/glenbardeast](http://il.8to18.com/glenbardeast)

### REGISTRATION:

For your convenience, all athletic registration will be performed on-line in PowerSchool at [ps.glenbard.org/public](http://ps.glenbard.org/public). Athletic participation fees are \$150 per year, per student. Payment of the fee allows your student to participate in unlimited sports. Note: You must register your student for school prior to registering your student for a sport. For questions, call 630.424.6700.

The Athletic Participation Fee must be paid before your student can participate in a sport. If you want this optional fee to be included in a PAYMENT PLAN, you must select this fee and register your student for school online by August 1, 2019. After this date, you will no longer be able to add athletic fees to the payment plan.

**NO GAME UNIFORMS WILL BE DISTRIBUTED UNTIL CURRENT PHYSICAL, ATHLETIC FEE PAYMENT/OR WAIVER HAVE BEEN TURNED IN TO THE ATHLETIC DEPARTMENT OR COACH.**

Please complete the following steps to register your student for a sport:

1. Click a student's name from Step 2 of the PowerSchool Online Registration Wizard.
2. Read and agree to the agreements that appear on screen.
3. Follow the on-screen instructions to register your student for Athletics, Complete Electronic forms, and pay fee.

### FALL SPORTS SEASON

**ATHLETIC PHYSICAL REQUIREMENT:** No participation in any tryouts or practice will be allowed without a current IHSA physical form (not more than 1 year and 1 month old) from a doctor's examination on file with the athletic office by August 1, 2019. IHSA Physical forms may be downloaded from the athletic home webpage under "Resources."

**INSURANCE:** It is strongly recommended that all athletes purchase the 24-hour optional insurance protection plan. For more information contact the Athletic Department. Your \$150 athletic fee does not include insurance. Ask your Coach or stop in the Athletic Office for Insurance Information.

**ATHLETIC PARENT NIGHT:** A mandatory parent meeting to discuss the mission of East Athletics, IHSA code violations and other topics pertinent to any student participating in the fall sports program is scheduled for Monday August 19, 2019 at 6:00 PM in Biester Auditorium which is located on the second floor near the main gym.

**IHSA START DATES:** Monday, August 12, 2019 ALL SPORTS

**ATHLETIC TRANSFER STUDENTS:** Transfer athletes, new to Glenbard East, must meet with the Assistant Principal of Athletics to complete all requirements for "IHSA Transfer Eligibility" prior to the first competition date.

**TEAM MEETINGS:** All athletes are expected to attend team meetings and practices prior to school start on August 7<sup>TH</sup> - 12<sup>TH</sup>, 2019.

Sport	Level	Date	Time	Location
Football	All Levels	Wed. July 31, 2019	7:00 PM	Rider Hall
Girls' Volleyball	All Levels	Mon, August 12, 2019	3:00 PM	EAST GYM
Boys' Soccer	All Levels	Wed, August 7, 2019	6:00 PM	Rider Hall
Girls' Tennis	All Levels	Mon, August 12, 2019	2:30 PM	Room 250
Girls' X-Country	All Levels	Mon, August 12, 2019	2:30 PM	Biester Auditorium
Boys' X-Country	All Levels	Mon, August 12, 2019	2:30 PM	Biester Auditorium
Girls' Golf	All Levels	Mon, August 12, 2019	2:30 PM	Links & Tees
Boys' Golf	Varsity	Mon. August 12, 2019	3:00 PM	Village Links – Glen Ellyn
	JV	Mon. August 12, 2019	3:00 PM	Links n' Tees - Addison



# Online Registration Through Glenbard

**Establish Your Account:** Do you already have a Glenbard PowerSchool parent account?

- **YES** – Great, then the entire registration process can be completed with just a few clicks.
- **YES, but I have an incoming freshman** – Simply add a new student to your existing parent account by clicking on the **Add new students** through **Account Preferences** link.
- **NO** - If you have not created a parent account on PowerSchool you will need to establish one before proceeding. We have provided some basic instructions on the back of this flyer and more information at <https://ps.glenbard.org> to establish your account.

## **Register & Pay:**

1. If you received a letter in May to **verify residency** this must be completed before proceeding to PowerSchool. Reference the instructions in the May letter to verify residency. \*
2. **Log in** to PowerSchool on or after **Monday July 8, 2019**, and follow the on-screen instructions. There are help files and video tutorials there to assist you. **Both parent/guardian AND student(s) will be required to be present during online registration to individually agree to handbooks, agreements, and terms & conditions.**
3. **Review** your information and your student's information. **Submit changes** if needed.
4. **Register for a sport** if you wish to pay for it on a payment plan.
5. **Click on Student Fees** to complete the process and make your Registration Payment online. If you would like to pay for athletics on a payment plan, your student must be registered for at least one sport **before setting up a payment plan** for registration fees. You must register and pay by midnight **Thursday August 1st, 2019** to receive the discounted registration fee.

*\* For details on residency verification, click "Residency Verification" located under the "Parents" menu on the school website.*

## **Issues/ Questions:**

- **No internet access?** Visit your school during summer hours & personnel will assist you OR take advantage of the resources at your local public library for computer access
- Additional information is available at your school or district websites

www.GlenbardEastHS.org  
www.GlenbardNorthHS.org  
www.GlenbardSouthHS.org  
www.GlenbardWestHS.org  
www.Glenbard87.org

# Getting Started With PowerSchool

Follow the instructions below for creating a parent/guardian account for PowerSchool  
Need more assistance? View the video or written instructions at <https://ps.glenbard.org>

1. In your web browser, navigate to <https://ps.glenbard.org>
2. Select **Don't have an account yet? Click Here**
3. Enter your information. Use the descriptions below if you need additional information.

Field	Description
First Name	Enter your first name.
Last Name	Enter your last name.
Email	Enter your email address. The email address you enter can be used to send you select information, as well as account recovery.
Desired Username	Enter a username you would like to use when logging into PowerSchool (not your email). The username must be unique from all others usernames in the district.
Password	Enter the password you would like to use when logging into the PowerSchool Parent Portal. The password must be a minimum of 6 characters.

4. Link your student(s) to your PowerSchool account by entering their information Access ID and Access Password found in a separate mailing the week of July 4th. When you are finish, select **Create Account**.

Field	Description
Student Name	Enter the name of the student you want to add to your account.
Access ID	Enter the unique Access ID for the student
Access Password	Enter the unique Access Password for the student. <b>Please note that the Access Password is case sensitive.</b>
Relationship	Select your relationship to your student from the drop-down menu.

## Already have a Glenbard PowerSchool Account?

You can add new students to your existing PowerSchool account by clicking on **Account Preferences** in PowerSchool. You will need an **Access ID** and **Access Password** for each new student.

# Getting Started With Schoology

Follow the instructions below for creating a parent/guardian account for Schoology. Need more assistance? Additional Schoology Resources are available at [www.glenbard.org](http://www.glenbard.org).

1. In your web browser, navigate to <https://ps.glenbard.org> to log into PowerSchool.
2. On the left, select **Other Info**. Then you will see the **Schoology Code** for your student. Copy or write down this code.
3. In your web browser, navigate to [app.schoology.com/register.php](http://app.schoology.com/register.php). Select the **Parent** button.
4. Enter the **Access Code** that you copied or wrote down in Step 2. Select **Continue**
5. Fill out the form with your information. Select **Register** to complete the process.

## Already have a Glenbard Schoology Account?

Follow **Steps 1 and 2** above to obtain your Schoology Code for your new student. Then **log into Schoology** and select the **downfacing arrow** next to your name in the top right corner. Select **Add Child**. Enter the **Schoology Code**. Select the **Use Code** button to complete.