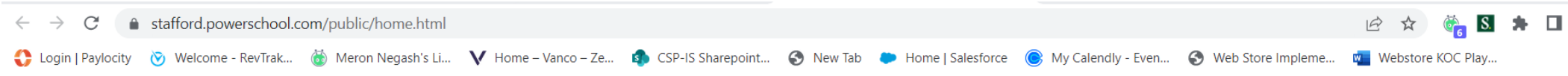


STEP 1: As a parent, log into your school's main PowerSchool homepage.



PowerSchool SIS

Student and Parent Sign In

Select Language: English

Username:

Password:

[Forgot Username or Password?](#)

Sign In

Welcome back Stafford to the 2022-2023 school year!

STEP 2:

Make sure you have found the correct student for the account. (Especially if multiple students belong to the same parent account)

The screenshot shows the PowerSchool SIS Guardian interface for a user named Sara Wallace. The navigation menu on the left includes: Grades and Attendance, Grade History, Attendance History, Email Notification, Teacher Comments, Forms, School Bulletin, Balance, School Information, Account Preferences, and Test Scores. The main content area displays attendance reports for a student named Lisa.

Attendance By Class

Exp	Last Week					This Week					Course	Q1	Q2	M1	S1	Q3	Q4	F1	S2	Y1	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F												
Attendance Totals																				0	0	

Show dropped classes also

Attendance By Day

Last Week					This Week					Absences		Tardies		
M	T	W	H	F	M	T	W	H	F	22-23	YTD	22-23	YTD	
										0	0	0	0	
Attendance Totals											0	0	0	0

STEP 3:

On the left side menu, you'll see multiple options to choose from for your student in PowerSchool. Choose the **BALANCE** option to view meal transactions. Here you will be able to see the student's current meal balance.

The screenshot displays the PowerSchool SIS interface for a user named Lisa. The navigation menu on the left lists several options: Grades and Attendance, Grade History, Attendance History, Email Notification, Teacher Comments, Forms, School Bulletin, Balance, School Information, Account Preferences, and Test Scores. A blue arrow points from the text above to the 'Balance' option in the menu. The main content area shows a table with a header 'Last Week' and columns for days of the week (M, T, W, H, F). Below this, there is another table with a header 'Last Week' and columns for days of the week (M, T, W).

Exp	Last Week				
	M	T	W	H	F

Last Week			
M	T	W	

From the BALANCE section, scroll further down to view any **STEP 4:** Fees that may be attached or needed for the student. And choose the green **MAKE A PAYMENT** button.

PowerSchool SIS Welcome, Sara Wallace | Help | Site Map | Sign Out

Lisa 🔗 📄 ! 🖨

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- Forms
- School Bulletin
- Balance**
- School Information
- Account Preferences
- Test Scores

Transactions: Simpson, Lisa

Fees

Available Funds in Fee Account: \$0.00

[Make a Payment](#)

Fee	Date Assessed	Fee Notes	Course	Amount	Discount	Paid	Balance Due
Chromebook Screen Replacement	07/19/2023			\$80.00	\$0.00	\$0.00	\$80.00
Class Dues Grade 10	07/19/2023			\$40.00	\$0.00	\$0.00	\$40.00
Totals:				\$120.00	\$0.00	\$0.00	\$120.00

Meal Transactions - Current Balance:\$0.00

[Make a Payment](#)

Date	Time	Net	Balance	Description
Make a Payment				

Date	Time	Fee Type	Description	Fee	Paid	Balance
Totals:				0.00	0.00	0.00

STEP 5: Once you've pressed the **MAKE A PAYMENT**, it will take you to the RevTrak webstore where you can select which fees you would like to pay for or accounts, you'd like to add to.

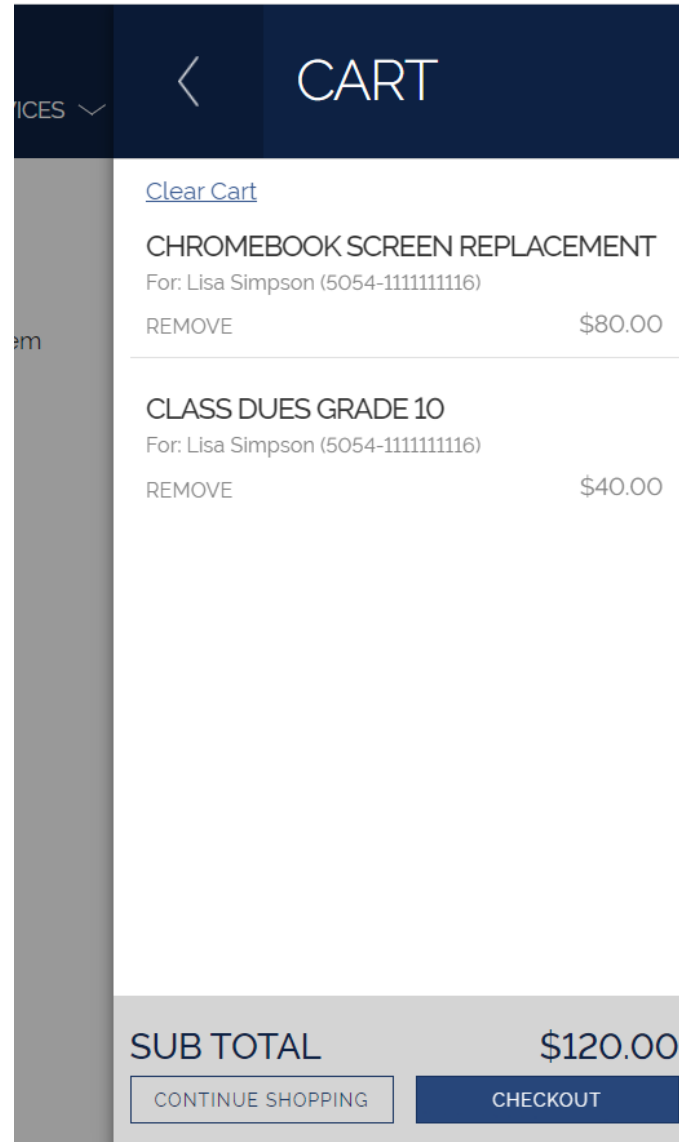
The screenshot shows a web browser window with the URL `stafford.revtrak.net/PS#/i/PowerSchoolDefaultItem-1`. The page header includes the Stafford Public Schools logo and navigation links: BROWSE, SERVICES, HOME, MY ACCOUNT, and CART. The main content area is titled "PowerSchool" and "POWERSCHOOL FEES". A sidebar on the left contains a menu with "ALL" and "POWERSCHOOL FEES" (indicated by a blue arrow). The main content area displays the name "Lisa Simpson" and a list of items with prices and "ADD TO CART" buttons:

Item	Price	Action
<small>#PS01</small> Chromebook Screen Replacement	\$80.00	ADD TO CART
Chromebook Screen Replacement		
<small>#PS01</small> Class Dues Grade 10	\$40.00	ADD TO CART
Class Dues Grade 10		

At the bottom right, there is a "Privacy - Terms" link with a circular icon.

STEP 6:

Parents can make a payment by adding the assessed fees to the RevTrak cart, view fees in cart, then click on **CHECKOUT** to make a payment.



STEP 7:

Once all items have been added to cart, and have selected to CHECKOUT, RevTrak webstore will require parents to create an account. (First time only) After that, accounts will be recognized.



CHECKOUT

BILLING | VERIFY

First Name

Required

Last Name

Required

Address

Address (cont.)

City State

Country Zip Code

Phone

Stafford Public Schools
Web Store

First Name

Last Name

Address

Address (cont.)

City State

Country Zip Code

Phone

Create a new account

x

Log in to the Web Store now for quick checkout

Select an account

M meron.negash@vanco.com

Add another account

CREATE NEW ACCOUNT

