

## How to Email a Teacher

For safety reasons, teacher email addresses have been removed from our school website. They can now be found exclusively in PowerSchool.

Below you will find instructions for both the Web Version and Phone App Version of PowerSchool.

### Web App

1. Login to your PowerSchool account.
2. In Grades and Attendance, click the More Info button for your student's teacher (see picture).
3. Copy and paste the teacher email from PowerSchool into your email program.

PowerSchool SIS

Welcome: [Redacted] Tod

Navigation

- Grades and Attendance
- Missing Assignments
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- Class Registration
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District Code: GXQX

Download on the App Store

### Grades and Attendance: [Redacted]

State ID Number: [Redacted]  
[Redacted]'s log-in account name: [Redacted]

Grades and Attendance

Exp	Last Week					This Week					Course
	M	T	W	H	F	M	T	W	H	F	
AM(A)											5th Grade Homeroom Email Martel, Bridget - Rm:
AM(A)											5th Library Email Bonner, Julie - Rm:
AM(A)											5th Computers Email McAnally, Tanya - Rm:
AM(A)											5th Art Email Epperly, Heather - Rm:
AM(A)											5th PE Email McGinnis, Jessica - Rm:
AM(A)											5th Choir Email Heuchert, Erik - Rm:

Show dropped classes also

#### Attendance By Day

	Last Week					This Week				
	M	T	W	H	F	M	T	W	H	F
AM(A)										

Details about Martel, Bridget

Name: Bridget Martel  
Email: [Redacted]

### Web App

1. Login to your PowerSchool phone App
2. Click the Class/Teacher from the Dashboard
3. Click the envelope icon next to the teacher's name and choose to Copy the email address. Then paste it into your mail program.

9:21

Edit

# Dashboard

★ GPA (S1) 4.000    🍴 Meal Balance \$1.40    💰 Fees \$0.00

Class Overview S1 ▾

100%

## A+

Guitar

93%

## A

Strength and Conditioning

95%

## A

Psychology

91%

## A-

American Government

95%

## A

Senior English

Click Class or Teacher name from this List

Dashboard   Classes   Calendar   Schedule   More

9:21

← Back Strength and Conditioning for [redacted]

# Strength and Con...

Q1   E1   Q2   **S1**   Q3   Q4   E2

Teacher **AJ Adam Jordt**  
 Period: 2(A)  
 Room: 4

Click Here to email staff member. Copy and paste the email address into your mail program.

IN PROGRESS

Grade **A**  
93%

Absences 7

Assignments   Attendance   Standards

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**Fri Oct 20**

**Unit 2 Grade** **A** >  
 Classwork 9.3 of 10

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**Fri Sep 22**

**Unit 1 Grade** **B** >  
 Classwork 0 of 0  
*"nd. left class unexcused"*

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