Parent Portal Quick-Guide

How to create a new parent account:

Step 1: Access the parent portal at https://powerschool.plainedgeschools.org

Step 2: Click on the Create Account Tab and click the create account box

Step 3: Enter the following information at the top portion of the page. This is your personal account information. You will create your own user name and password. Do not use any spaces or special characters in your username. This information should be kept for your own records and should not be shared with anyone.

Step 4: Enter your child's "Name", "Access ID" ,"Access Password" and the relationship. The access codes should have been provided to you in a letter from the school building your child attends. If you do not have your child's access information, see below in the troubleshooting section.

You can enter multiple students or just a single entry. Once your account is created, you can always add more afterwards. Hit the "Enter" button at the bottom of the page to submit.
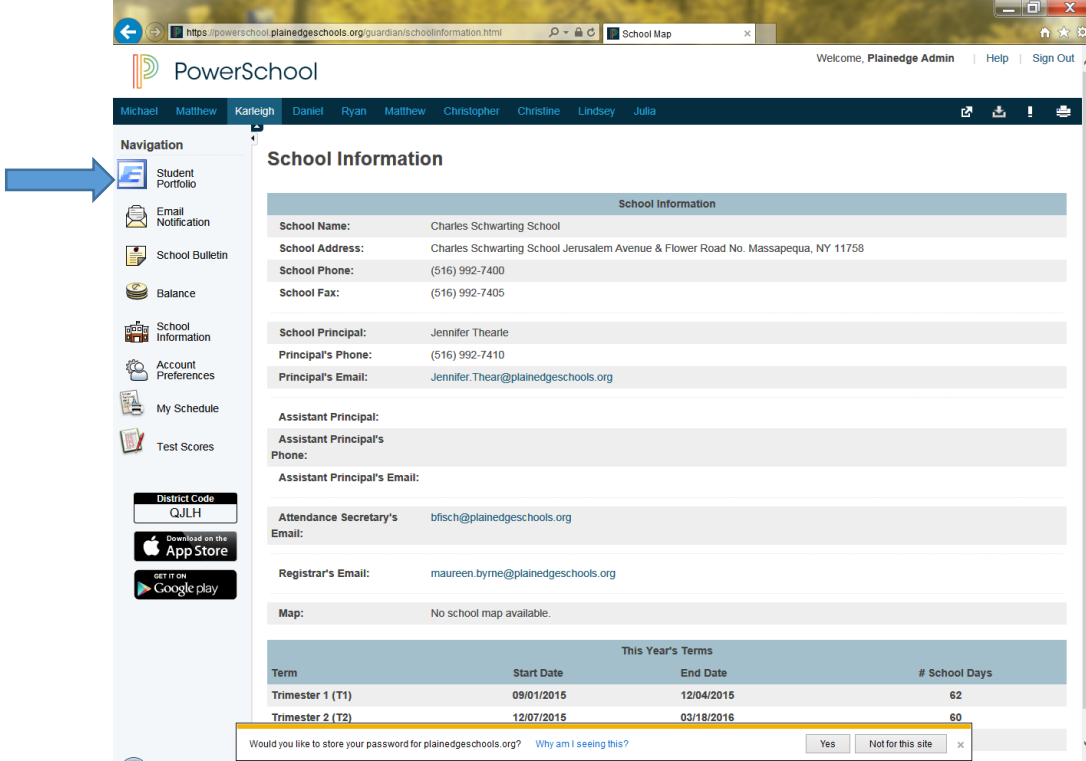
WEBEDGE – Student Portfolio Access

Step 1: To access PDF versions of Elementary report cards, NWEA reports, State Assessment Letters and other various documents, click on the "Student Portfolio" link on the left side of the menu. This will open up a new page with your student's portfolio.

Step 2: Depending on what's available for your child, a menu will be displayed along the top of the page. Click on one of the links to display the report options.
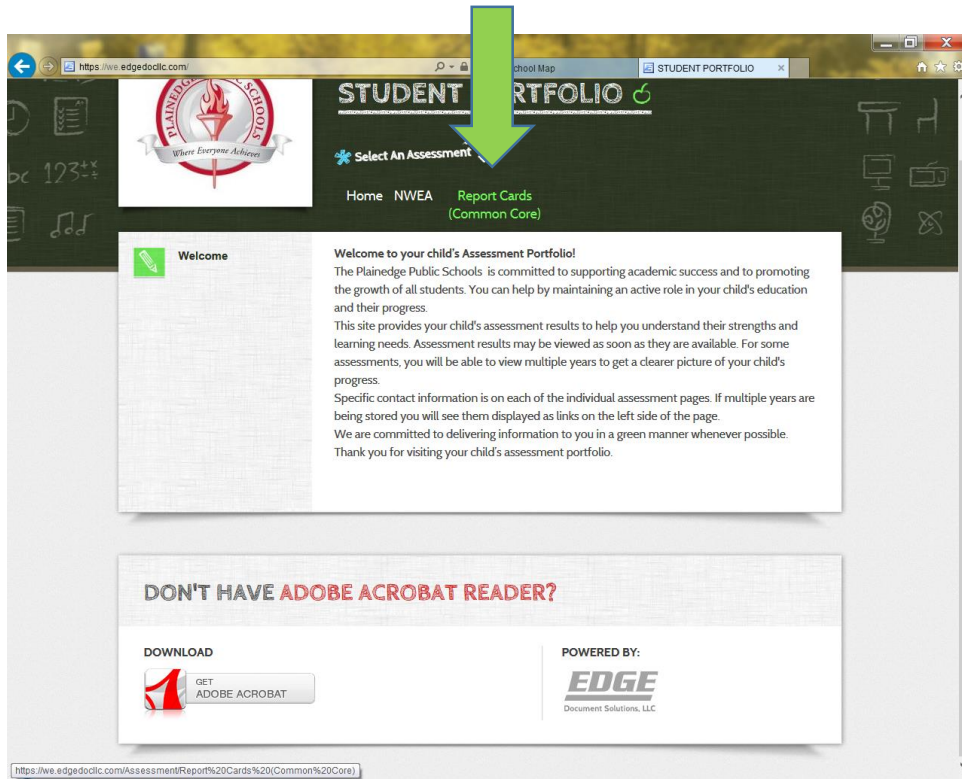
Step 3: Click on the desired year and the report will display. To print the PDF, hover over the bottom of the report window and a print icon should pop up.
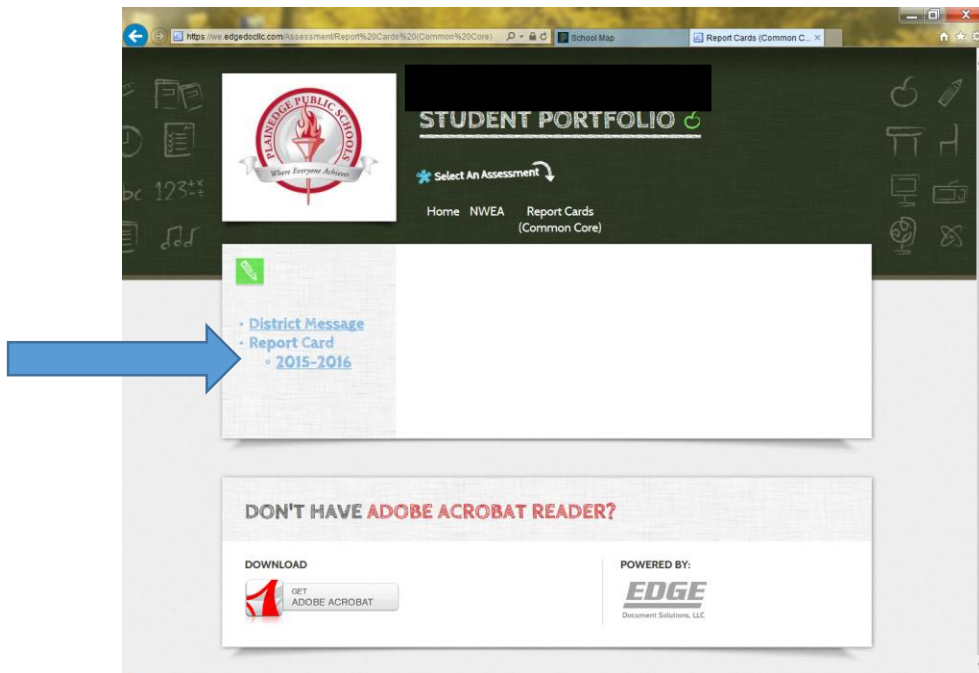
Step 4: To print or save the PDF, hover over the bottom of the report window and an option bar should pop up.
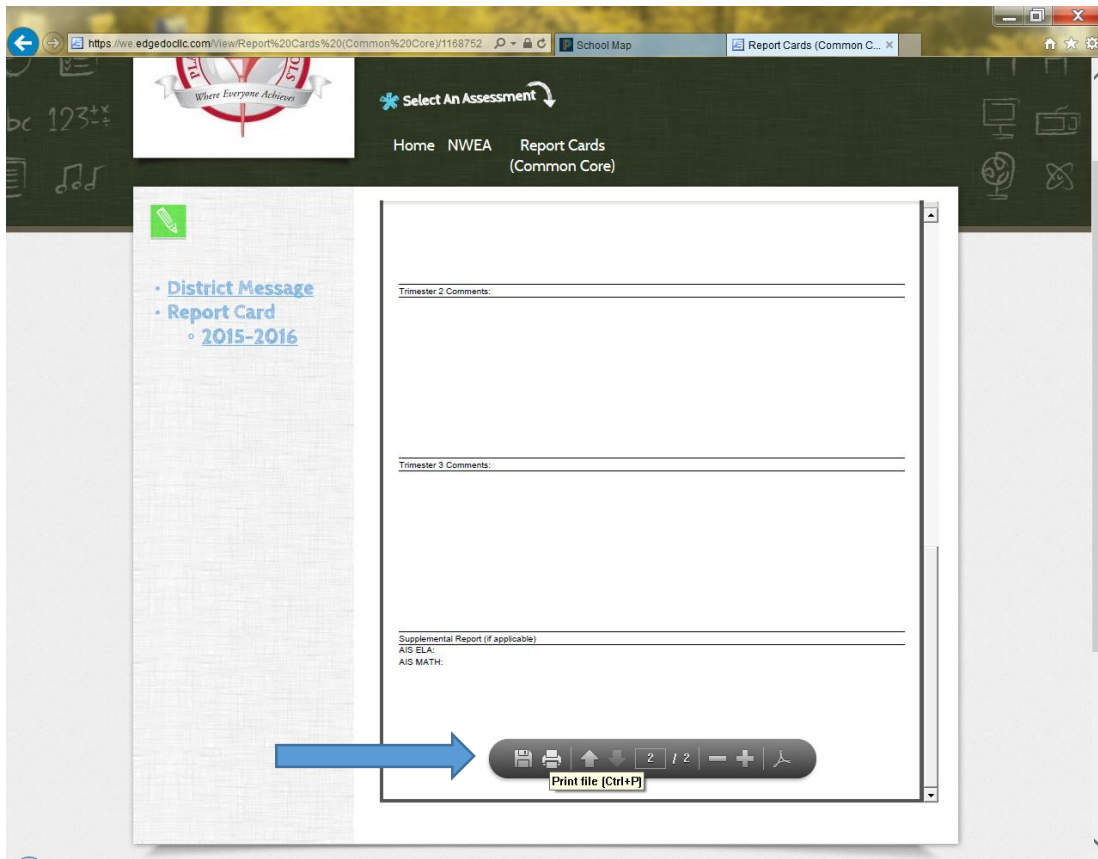
Troubleshooting/FAQ's

1. My access id and password provided does not let me log in.
The access id and password provided by the school are NOT your log-in credentials. You must create your account first (as described above). The access id and password allows you to attach your child to your account.

2. What if I forgot my username and/or password?
On the parent portal sign in page, there is a link "having trouble signing in". Click that link and select either the "forgot username" or "forgot password" tab. An e-mail will be sent to you with a link to reset your log-in information. If you are still unable to reset your information, contact your school building main office and a clerical will be able to assist.

3. My access id and/or password provided are not accepted when I try attaching my child to my account or when I try to create an account.
Contact your school building main office to verify if you have the correct access information. If it is not correct, you will have to pick up a new letter with the correct information from the building or have one mailed to you. Access id's and passwords will not be provided over the phone.

4. I do not have my child's access id and/or password or I never received a parent portal letter.
Contact your school building main office to request a letter. You will have to pick up a new letter from the building or have one mailed to you. Access id's and passwords will not be provided over the phone.

5. My Student Portfolio page is not loading when I click on the link.

Make sure you do not have any spaces or special characters in your username. If you do, you must edit your username in the account preferences link on the parent portal home page.

If your username does not contain spaces or special characters and it is still not loading, please contact your building main office for assistance.