



MTCHS: Please update student information and complete forms

Notification from Meridian Technical Charter High School <Notification@target.brightarrow.com>
Reply-To: Notification from Meridian Technical Charter High School <secretary@mtchs.org>
To: beth.richtsmeier@mtchs.org

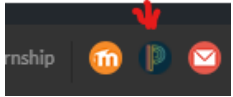
Fri, Aug 21, 2020 at 7:49 AM

Greetings from MTCHS!

Please login as usual and update the information as described below. If you have an additional student to add to your current username or do not have a login, please let us know by contacting secretary@mtchs.org or phoning the front office at [208-288-2928](tel:208-288-2928) and we will help you through the process.

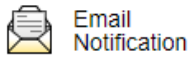
1. Navigate to www.mtchs.org
2. Click on the PowerSchool Logo in the upper right corner.

(It is the multicolored letter P on the blue background)



3. Login
 1. If you have forgotten your username or password please click [Having trouble signing in?](#) Sometimes it takes a couple minutes for the email to generate.
 2. If you cannot solve it this way please contact secretary@mtchs.org
 3. The Parent Portal Default Screen will appear. For each student connected to your account you will see his or her name in the top left hand corner. The blue colored name is the active name. You will need to complete the steps below for each student enrolled at MTCHS. If you have a student that needs to be added to this list, please contact secretary@mtchs.org for instructions.

4. Click the Email Notification Button



5. Fill in the Email Notification Screen. You may change "Weekly" to "Daily" if you wish. You may also check the "Apply these setting to all your students?" if you wish. The "Send now" button will not work because school is not yet in session

What Information Would You Like to Receive?

Summary of Current Grades and Attendance

Detail Report Showing Assignment Scores for Each Class

Detail Report of Attendance

School Announcements

Balance Alert (Note: will only be sent when student is low on funds)

Additional Notification Emails

Email Address(es)

(Separate multiple email addresses with commas)

Frequency

How Often?

Apply These Settings to All Your Students?

Send Now For

6. After submitting, click on the Forms Icon



7. Please review and update all the forms for any missing information as well as completing permissions. This is also where you may come back throughout the year and update information.

Thank you!