

# ROCKWOOD AREA SCHOOL DISTRICT

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OFFICE OF THE SUPERINTENDENT

439 SOMERSET AVENUE  
ROCKWOOD, PENNSYLVANIA 15557

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TELEPHONE (814) 926-4688

September 14, 2018

## **Re: Parent Notification System – SchoolMessenger**

Dear Parents and/or Guardians of Rockwood Area School District Students:

The Rockwood Area School District uses an automated notification system, SchoolMessenger, to notify parents of school closings, delays, early dismissals, and other important announcements. SchoolMessenger will distribute school related messages to phone numbers and email addresses that are currently listed in PowerSchool.

To ensure that we have the most accurate and up to date contact information on file, we encourage you to log in to PowerSchool, review the information for your child/children, and make any necessary changes. Address or phone number changes made throughout the year should be reported to the school immediately.

PowerSchool and SchoolMessenger will hold up to three phone numbers and three email addresses per child. Please consider this when reviewing and updating contact information.

### **How to Manage Contact Preferences:**

- Go to [www.rockwoodschoools.org](http://www.rockwoodschoools.org)
- Click on the PowerSchool icon – “Students & Parents Check Grades”
- Log in to the PowerSchool Parent Portal (If you have not created an account, you will have to do so under the “Create Account” tab)
- Under the “Navigation” bar, choose Contact Manager (bottom, left side of screen)
- Go to the top, left side of the screen and click on the “hamburger symbol” ☰
- Select “Preferences” to manage each of your child’s notification settings. You should be able to add or delete phone numbers and email addresses.

If you have forgotten your username or password, please use the “Forgot Username or Password” link on the PowerSchool sign in page. If you need additional information to create an account, or still cannot sign in, please contact the school at 814-926-4688 for assistance.

In order to receive text messages, you must enter your mobile phone number into PowerSchool/SchoolMessenger. You can then text the word “YES” to 68453. You must do this from each wireless device that you wish to receive texts on. Within 24 hours, you should receive a text notification confirming that you have registered with SchoolMessenger.

The school district will continue to report school closings, delays and early dismissals on the district website, district Facebook page, and local television and radio stations. We will use this system as an overlay to the public announcements.