



Transcona Collegiate

1305 Winona St. | Winnipeg, MB R2C 2P9 | Tel: 204.958.6440 | Fax: 204.958.6521
Principal: Ms. S. Dzuba | Vice-principal: Mr. D. Busceti | Vice-principal: Ms. B. Frith
Email: tc@retsd.mb.ca | Web: www.retsd.mb.ca/school/tc

April 13, 2017

Dear Parents/Guardians,

We're excited to inform you that at the beginning of Term 4, River East Transcona School Division will be introducing a "parent portal" that will provide quick and confidential online access to your son or daughter's important school information.

The RETSD Parent Portal will allow you to see your child's academic history, attendance, fees and billing, schedules, and report cards. In the future, we hope the site will expand to include other information that enables you to stay connected to your child's school experience.

We also encourage you to continue to visit your son or daughter's school and teachers' websites. That's where you'll find up-to-date notices about school and classroom activities and other important information.

When your son or daughter receives their Term 3 report card in a few days, a memo will be attached providing you with the personal information you'll need to access your page on the parent portal. Once you're there, you will be able to view the following:



Academic History: This is where you will find the final marks for all completed courses.



Attendance: We record attendance at the start of every class. This area of the parent portal shows your child's attendance and absences for each course in the current semester.



Fees & Billing: School fees are collected for a variety of purposes. This shows a record of what's been paid and what may still be owing.

Course Schedule: In high school, students take an average of four courses per day on a six-day cycle. This shows their schedule for the current term.





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Student Portfolio (report card): This is where you'll find your son or daughter's latest report card. We'll keep an updated record of report cards moving forward.

Please be assured teachers are the only ones with access to upload these records onto your child's site. As users, it's important to know the parent portal is an encrypted site protected by the password you choose. You can change the password as often as you wish. You will have a separate account for each Grade 9-12 student in your family.

Going forward, it's important to note your son or daughter's report card will only be able to be viewed and printed via the parent portal. Should you require a printed copy of a report card, please call the school and we will provide one to you.

We hope you'll find it helpful to have online access to your child's school information. Active parental involvement and support is key to a student's academic and social success. Thank you for your support of this initiative.

Sincerely,

S. Dzuba

Principal