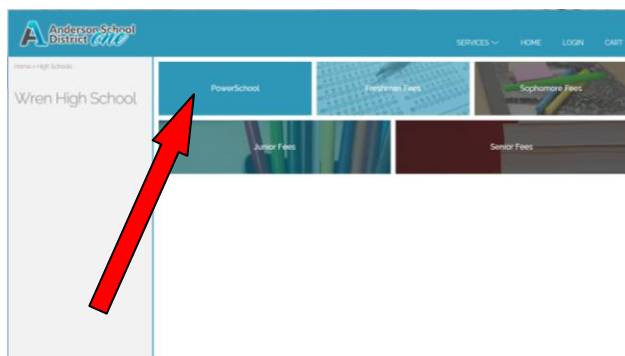


Directions to pay fees using our online payment system:

1. Click on the link shown the front of our school's webpage to access the system.



2. Click on the "Powerschool" box to begin.



3. You will be prompted to enter your Parent Portal credentials on the next screen. The name(s) of student(s) associated with the account will appear.
4. Required fees, such as the iPad Protection Plan (\$29) and Material Fees (\$35) are already added to your cart. You can click on "View In Cart" to see a total of these fees.

For Optional Items:

5. Click "Home" at the top of the screen.
6. Choose the applicable grade level for your student.
7. Select any optional items from the list that appears. If required, choose additional options (t-shirt size, etc) from the drop down menu. If required, include the students name and grade in the text box.
8. Click on Add to Cart.
9. Repeat this process as needed for other students in your household.
10. Click on "Cart" at the top of the screen at any time to view a running total of items you are purchasing.

Checkout:

11. Click on "Cart" at the top of the screen and select "Checkout."
12. If this is the first time you have used the online payment system, you will need to create a payment account just as you would for any online shopping site.
13. Complete the required information as prompted by the system to complete the checkout process.