Procedures for Posting Student Attendance by Substitute Teachers
Procedures for Posting Attendance on PowerSchool for Substitute Teachers

Using Firefox as your browser, go to https://sis.stamfordpublicschools.org/subs

You can also go to Staff & Admin Logins and select PowerSchool for Substitutes

1. Select the school you are subbing at.
2. Select the teacher you are subbing for.
3. Enter the password provided by the main office OSS.
3. Select Sign In
Posting Absences

1. Select the chair icon adjacent to the class you are teaching.

2. If all students are present, select **Submit**.

3. For students who are absent:
   - Select attendance code of **Unexcused Absence**.
   - Then select the box adjacent to each student’s name. You can add comments for each tardy by selecting the comments button
   - Then select **Submit**.
Posting Tardies

1. Select the chair icon adjacent to the class you are teaching.

2. For students who are late reporting to class:
   - Select attendance code of Tardy
   - Then select the box adjacent to each student’s name. You can add comments for each absence/tardy by selecting the comments button
   - Then Select Submit.
Main Office Contacts

Please note, PowerSchool for Substitute Teachers is not used at all schools

- ACADEMY OF IT AND ENGINEERING – PENNY GIANTOMIDIS OR CAROLYN MARR
- APPLES PRE-K – BOBBIE BARBIER
- CLOONAN MIDDLE SCHOOL – CATHLEEN REVELL OR MARY LAMONTAGNE
- DAVENPORT RIDGE – MICHELLE TRIPOLITSIOTIS OR MELISSA WHITE
- DOLAN MIDDLE SCHOOL – BERNETTE MCMICHAEL OR TYRSA PRATCHER
- HART MAGNET SCHOOL – CAROLYN LOWE OR TAMARA HARROD
- JULIA A. STARK – MARY BRASSMAN
- K. T. MURPHY ELEMENTARY SCHOOL – MARGOT ESCALANTE OR LYDIA O’HAGAN
- NEWFIELD ELEMENTARY SCHOOL – NANCY MCGONIGLE OR MARIE MILBRUN
- NORTHEAST ELEMENTARY SCHOOL – SORAYA MOLINA OR LINDA GIBSON
- RIPPOWAM MIDDLE SCHOOL – KATHY BENNETT OR CARLA PINTO
- ROGERS INTERNATIONAL SCHOOL – YESSICA CORTES OR BARBARA TATE
- ROXBURY ELEMENTARY SCHOOL – LINDA SANTORO OR CESAR VALENCIA
- SCOFIELD MAGNET MIDDLE SCHOOL – STACEY BURKHARDT OR DOLORES RUBINO
- SPRINGDALE ELEMENTARY SCHOOL – NANCY FORTE OR MELISSA GIORGI
- STAMFORD HIGH SCHOOL – CECELIA MARTINEZ OR MATT TOUGAS
- STRAWBERRY HILL - MARCIA DINELLA OR CRISTINA ALFANO
- STILLMEADOW ELEMENTARY SCHOOL – SHIRLEY MARTINEZ
- TOQUAM MAGNET SCHOOL – TONY FELIZ
- TURN OF RIVER MIDDLE SCHOOL – SHARON WADE OR ADRIANA ULLOA
- WESTHILL HIGH SCHOOL – ANITA BARKAN OR ALISON CORBO OR LIZ DUKES OR JEN BARTLETT
- WESTOVER MAGNET SCHOOL – BEVERLY THOMPSON OR LUZ GONZALEZ