



The City of St. Charles R-VI School District

REACH.....TEACH.....EMPOWER

Dear SCSD Family,

We hope this message finds you well. We are contacting you about the need to verify your residency and update essential information in our district by Friday, September 13, 2024.

ADMINISTRATION

Dr. Jason T. Sefrit
Superintendent

Dr. Rodney Lewis
Associate Superintendent
of Human Resources

Dr. Earl Draper
Assistant Superintendent
Curriculum & Instruction

Mr. Jeremy Shields
Assistant Superintendent
of Operations

Mrs. Ashley Jones
Assistant Superintendent
of Special Services

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What You Need to Do

For students transitioning from Jefferson to Hardin or Hardin to High School, we would like for you to update the following:

- **Proof of residency**
- **Current Affidavits**
- **Contact information**
- **Address**
- **Transportation details**
- **Photo Release**
- **Student health records**
- **Expired lease: If your lease is from month to month, please have your landlord send your child's school an email verifying that you still live in the same location.**

For students remaining in the same school as the 23-24 school year, we would like for you to update the following:

- **Contact information**
- **Address**
- **Transportation details**
- **Photo Release**
- **Student health records**
- **Current Affidavits**
- **Expired lease: If your lease is from month to month, please have your landlord send your child's school an email verifying that you still live in the same location.**

Deadline

Please complete the re-verification process by Friday, September 13th. Failure to do so will result in your child's inability to attend classes. We understand how important your child's education is, and we appreciate your immediate attention.



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How to Reverify

1. Log in to the Parent Portal of our PowerSchool Student Information System.
<https://stcharlessd.powerschool.com/public/home.html>
2. Follow the prompts to update and submit the required information.

If you encounter any difficulties or have questions, don't hesitate to contact the child's school for immediate support. We are here to assist you in any way possible.

Final Reminder

We value your cooperation and understanding. Ensuring all re-verification requirements are met by the deadline is critical to avoid interrupting your child's schooling. Thank you for your prompt attention to this important matter.

Take care.

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