



## LYNN VALLEY ELEMENTARY SCHOOL

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November 23, 2016

Dear Parents and Guardians:

Re: Parent Portal Access

Last year, School District 44 adopted the online Parent Portal to communicate student learning. Within the transition process, parent feedback indicated the need for a more streamlined way for parents and guardians to access report cards, particularly in the cases of multiple children. For the past few months, the North Vancouver School District and the Ministry of Education have been collaborating to achieve this goal.

You will soon be receiving the following email with instructions about how to log in to the Parent Portal. Over the summer, accounts were merged so that an individual would have the same login for all of their children.

*Welcome to the Lynn Valley Elementary MyEducation BC PARENT PORTAL which will allow access to see grades, attendance and other information on your child(ren). Each parent or guardian will have their own separate account.*

*To Access the MyEducation BC System*

- 1. Visit [www.myeducation.gov.bc.ca/aspen](http://www.myeducation.gov.bc.ca/aspen) (it is suggested you bookmark this website)*
- 2. Make sure popups are enabled for your browser*
- 3. Your user name will be: xxxxxxxxxxxx (it will be your email address)*
- 4. Your temporary password will be: xxxxxxxx (this is a one-time log in password generated by the system)*

*NOTE: Both user name and password are case sensitive*

- 5. Enter your user name and password then click Log On to access the system. You will be prompted to change your password immediately, and enter security information so that in the future you can click "I forgot my password" to receive a new password.*

*Once inside the MyEducation BC system you can navigate around to view information for your student(s).*

*\*\*\* Please do not reply to this generated email.*

Should you have any questions or concerns about Parent Portal access, please do not hesitate to contact [lynnvalley@sd44.ca](mailto:lynnvalley@sd44.ca). We will respond to your inquiry as soon as possible.

Sincerely,  
Mrs. D. Wanner,  
Principal