



Laguna Beach Unified School District
 Instructional Services Office
 550 Blumont Street
 Laguna Beach, CA 92653
 (949) 497-7700 ext. 5210
www.lbusd.org

IMPORTANT
Information Regarding
Data Confirmation
2017-18

School Starts Tuesday, Sept. 5, 2017

August 9, 2017

Dear LBUSD Parents and Guardians,

Welcome to the 2017-18 school year! We are preparing for our **Annual Data Confirmation Process**. Each year we provide you with updated school information such as calendars, links to join SchoolPower and PTA, yearbook orders, PE uniforms, etc. Additionally, we ask you to review and update your student’s demographic and medical information. Aeries Parent Portal assists with both of these activities. The Parent Portal will open on **Tuesday, August 15, 2017**. Your student’s information is pre-populated so you simply need to review and update where information has changed. You will also be asked to confirm that you have reviewed information on the “Documents” tab. This process is also required for students who have recently enrolled at LBUSD as it provides additional information not included in the initial enrollment process.

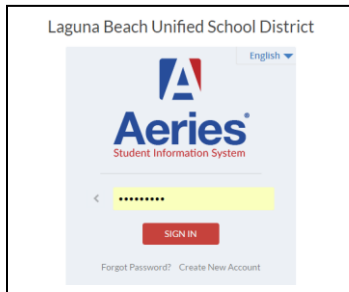
Process for Data Confirmation Completion:

- Login to your Aeries Parent Portal account at <https://login.lbusd.org/ParentPortal> and follow the instructions for each of your students.
- Once you have completed the “on-line” process, please print out the Data Confirmation Receipt and sign and return it to your school site, along with any other documents you need to return, on the following dates:
 - **LBHS Breaker Day:** Monday, August 28, 2017
 - **TMS Wave Rider Day:** Monday, August 28, 2017
 - **EMS & TOW:** To teachers on the first day of school
- Technical support will be available from August 15 to August 28, 2017. Please contact our tech office at 949-497-7700, x5335 or via e-mail at helpdesk@lbusd.org.

Parent Portal Accounts:

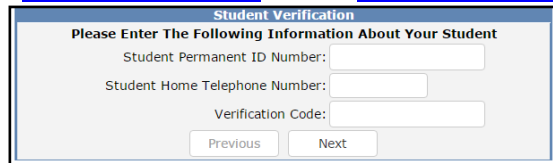
All parents should have a Parent Portal account in Aeries: <https://login.lbusd.org/ParentPortal>. If you cannot access your account, please follow Step 1 or Step 2 below.

Step 1 – If you have an account set up but do not remember your email address or password, please select “Forgot Password” and follow instructions.



Step 2 – If you do not have an account, select “Create New Account” and follow instructions. Email your school site (email addresses below) after August 16th to request the “Student Verification” information required to create an account. An email address is required to set up an account.

LBHS: coxales@lbusd.org TOW: scapano@lbusd.org
 TMS: spearlman@lbusd.org ELM: mstinnett@lbusd.org



If you have questions regarding the above information, please contact your school site after August 16th. Thank you for your support and cooperation. Enjoy the rest of your summer break as we look forward to an outstanding 2017-18 school year.