Hello Crawford Families,

Every year the district is responsible for collecting information from our students' families to support the **Local Control Funding Formula** (LCFF) process which helps determine funding allocations to schools. **It is CRITICAL that we have 100% of these forms** submitted in order to give our school the best chance of qualifying for additional LCFF funding such as free and reduced lunch. We must have a form submitted for EACH student **by Friday 9/17/2021**. Please follow the instructions below thoroughly.

<table>
<thead>
<tr>
<th>WHO</th>
<th>WHAT</th>
<th>HOW</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parents who <strong>ALREADY</strong> have a Parent Portal Account Created</td>
<td>Fill our LCFF form ONLINE in your Parent Portal Account for each student <strong>by Friday 9/17/2021</strong></td>
<td>[Click here to sign into the PowerSchool Parent Portal](PowerSchool Parent Portal Request Form)</td>
</tr>
<tr>
<td>Parents who <strong>DO NOT</strong> have a Parent Portal Account Created Yet</td>
<td>Fill out Parent Portal Request Google Form (one for EACH student)</td>
<td>[PowerSchool Parent Portal Request Form](PowerSchool Parent Portal Request Form)</td>
</tr>
</tbody>
</table>

**For Parents Requesting Access to Parent Portal for the first time:** Once you request access to the Parent Portal, Our SIS Site Tech will be emailing you a confidential document with your student’s Access ID and Access Password. Once you have that document follow the instructions linked below in the “First Time Parent Portal Access Instructions” document to finish setting up your account. Once set up, please follow the job aid linked above to complete the LCFF Form!

**For Parents Adding a Second Student to existing Parent Portal Account:** You will still need to fill out the Google Form to request your new student’s Access ID/Access Password. Once you receive the document, follow the instructions linked below in the “Adding an Additional Student to an existing Parent Portal Account” document to finish setting up their account. Once set up, please follow the job aid linked above to complete the LCFF form for EACH CHILD.

**REMINDER:** You will NOT be able to complete the LCFF form if you are logging in to PowerSchool using your STUDENT's PowerSchool Login information. You can only complete the form if you are signed in through a PARENT account.

**Other Resources:**
- [SDUSD LCFF Letter to Parents](SDUSD LCFF Letter to Parents) – ENGLISH
- [SDUSD LCFF Letter to Parents](SDUSD LCFF Letter to Parents) – SPANISH
- [First Time Parent Portal Access Instructions](First Time Parent Portal Access Instructions) – ENGLISH
- [First Time Parent Portal Access Instructions](First Time Parent Portal Access Instructions) – SPANISH
- [First Time Parent Portal Access VIDEO](First Time Parent Portal Access VIDEO) – ENGLISH
- [First Time Parent Portal Access VIDEO](First Time Parent Portal Access VIDEO) – SPANISH

If you should have any questions, please call us at 619-362-3700 and ask for Ms. Randle who can assist in answering any questions you may have.

Sincerely,
Froylán Villanueva
Principal