



VALLEY STREAM UNION FREE SCHOOL DISTRICT NO. 24
75 HORTON AVENUE • VALLEY STREAM, NEW YORK 11581-1499 (516) 434-2825 • FAX: (516) 256-0163

Dr. Don Sturz
Superintendent of Schools

September 25, 2018

Dear Parent/Guardian:

Valley Stream School District 24 is pleased to inform you that we are updating our School Messenger System (SMS). Up until now, important district notifications about events such as school closings and delayed openings were provided through automated calls. In order to provide this type of information to parents in the most efficient way possible, **text messages** will begin to be sent.

Please update your cell phone information on the parent portal so that you can participate in receiving important district notifications. The parent portal is completely secure and will only permit access to a parent/guardian of his/her own child once registered. Please follow the steps below to update your cell phone information.

Steps for UPDATING (CELL PHONE) Parent Information:

1. Login into the parent portal: Click on the link –*Parent Portal* that appears on our website: www.valleystreamschooldistrict24.org
2. After you login, go to the upper right hand corner to the “MY ACCOUNT” (person icon)
3. On the menu bar at the top right, please select the “Personal Information” tab
4. It is at this time you can add your cell phone number by clicking “+Add Phone”
5. Lastly, please click “UPDATE PERSONAL INFO” at the bottom right of the page
6. **Please provide this information no later than October 15, 2018.**

If you have any questions or are unable to access a computer with an internet connection, please contact your building principal. The principal will work with you to schedule time for you to have access to a computer.

Sincerely,

Dr. Donald Sturz
Superintendent of Schools
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