

ENROLLMENT PROCESS INSTRUCTIONS

Thank you for beginning the process of enrolling your student with Regional School District 13 for the upcoming school year. Below are the instructions to complete the enrollment process.

Step 1: Set up a PowerSchool Parent Account (if you have a PowerSchool Account Already, please just use the information below to add the student to your account)

If you do not already have a PowerSchool account, you can set one up by doing the following:

1. Open the internet browser on your computer.
2. Type <https://rsd13ct.powerschool.com/public/home.html> into the address bar.
3. Click on the Create Account tab.
4. Fill in the information requested along with your desired username and password.
5. Enter your student's full name, Access ID and Password and your relationship to the student and click enter at the bottom.

If you already have a PowerSchool account, use the Access ID and Password below to link your new student to your existing account by adding the student.

Log into your Parent Portal Account, select Account Preferences on the left hand column, Select "Students" Tab, then select "Add", in this pop up box, please enter the information for your child that you are adding.

Access ID-

Access Password-

Step 2: Complete Enrollment Forms

In PowerSchool, select the student you are enrolling and click on the Forms link within the left navigation menu. Please submit the forms electronically. There may be additional information needed to be filled out in person.

If you have questions, please call the school or email Mrs. Bransfield.

Strong Guidance Office: 860-349-2011

Email: kbransfield@rsd13.org

Thank you

**Regional School District 13
Strong Middle School
New Student Registration checklist**

Documents can be emailed to kbransfield@rsd13.org

*Items to be submitted by Parent/Guardian before a student can be enrolled.

☐ ***Proof of Residency Form:** Documents required for proof of residency are as follows:

- *a utility bill, if you own your own home; or*
- *a lease agreement signed by all parties if you are renting followed-up by a utility bill as soon as one is available; or*
- *a completed and notarized Local Resident's Statement if you are living with someone in town; or*
- *a lease or copy of a settlement statement or deed from your closing if you are moving to town followed-up by a utility bill as soon as one is available*

☐ ***Student Information/Emergency Form (must be filled out in PowerSchool)**

☐ ***Birth Certificate**

☐ Health and Immunization Records (approval from Nurse)

☐ Release of Student Information Form

☐ Bus Information Form

☐ World Language/Electives Choice Form

If applicable, the following information will also be required:

☐ Current Individual Education Plan (Special Education students), or current 504 Plan

☐ Proof of Guardianship

☐ Court Records of custody, visitation rights, parental restrictions, etc.

Regional School District 13
Verification of Residence
New Student Enrollment

Parent/Legal Guardian Statement

I (print name)_____ the parent or legal guardian of
student's name(s)_____ live at
(address)_____
(number, street, town)

I certify that the above named student actually lives with me at the above address.

Documents required for proof of residency are as follows:

- a utility bill, if you own your own home; or
- a lease agreement signed by all parties if you are renting followed-up by a utility bill as soon as one is available; or
- a lease or copy of a settlement statement or deed from your closing if you are moving to town followed-up by a utility bill as soon as one is available; or

If you are not able to provide any of the documents from above, you must:

- submit a completed and notarized Local Resident's Statement (Appendix A) if you are living with someone in town; **AND, if applicable**
- submit a completed and notarized Parent's Statement – Student Not Living with Parent (Appendix B).

This information and the documents provided are accurate. I authorize representatives of the Regional School District 13 Public Schools to verify this information, and I understand that falsification of any information or documents required for this verification will result in revocation of registration for the student, and may lead to liability for tuition and to criminal penalties for fraud.

Parent/Guardian Signature:_____ Date: _____

Appendix A
Local Resident's Statement

I hereby certify that _____
Student's Name

legally resides with me at my current address at

Street Address

Town

I further certify that this is intended as a bona fide permanent address, and that this child will be living with me _____ days and _____ nights per week, and that I am not receiving payment for having this child reside with me.

Documents required for proof of residency are:

- a utility bill, if you own your own home; or
- a lease agreement signed by all parties if you are renting

As a resident of the Town of Durham or Middlefield, I attest to the accuracy of the information contained in this form. Further, I certify that, as a permanent resident of the Town of Durham or Middlefield, the student is eligible for free school privileges. I agree to notify school officials immediately regarding the termination of the student's permanent residency in the Town of Durham or Middlefield, in which event the student will no longer be eligible for free school privileges. Finally, I understand that, should the student be found to be attending Regional School District 13 Public Schools illegally, the Regional School District 13 Public Schools reserves the right to recover the costs of such education from me, the undersigned.

I understand that a perjured or fraudulent statement may lead to my prosecution under the criminal statutes of the State of Connecticut.

I also understand that this document may be used in a court of law as evidence against me.

Local Resident's Printed Name

Date

Local Resident's Signature

Date

Subscribed and sworn to before me this _____ day of _____, 20____.

Signature of Notary Public

Date Commission Expires:

Printed Name of Notary Public

Appendix B
Parent's Statement – Student Not Living with Parent

I hereby certify that _____ is my _____
Student's Name Relationship

and he/she resides with _____ who is _____ at
Name of Person Relationship

Street Address Town Telephone Number

I further certify that this is intended to be a bona fide permanent address at which my child will be living for ____ days and ____ nights per week and that I am not providing payment for having my child reside with _____.

As a parent of the student named on this form, and as a nonresident of the Towns of Durham or Middlefield, I attest to the accuracy of the information contained in this form. Further, I certify that, as a permanent resident of the Town of Durham or Middlefield, the student is eligible for free school privileges. I agree to notify school officials immediately regarding the termination of the student's permanent residency in the Towns of Durham or Middlefield, in which event the student will no longer be eligible for free school privileges. Finally, I understand that, should the student be found to be attending Regional School District 13 Public Schools illegally, the Regional School District 13 Public Schools reserves the right to recover the costs for such education from me, the undersigned.

I understand that a perjured or fraudulent statement may lead to my prosecution under the criminal statutes of the State of Connecticut.

I also understand that this document may be used in a court of law as evidence against me.

I hereby certify that _____ has the full right to act in my child's behalf concerning any and all school disciplinary, administrative, and medical matters.

Parent's Printed Name Date

Parent's Signature Date

Subscribed and sworn to before me this _____ day of _____, 20____.

Signature of Notary Public
Date Commission Expires:

Printed Name of Notary Public

August 2025

Dear Strong Middle School Parents, Guardians, and Students:

Welcome to the 2025–2026 school year! We are thrilled that we get to begin this year together at Frank Ward Strong Middle School. Whether you're new to our community or returning for another year, we're glad to have you as part of the Strong family.

The purpose of this *Student/Family Handbook* is to support a strong partnership between home and school. It includes important information about our policies, expectations, and procedures. We encourage you to review it together as a family. A shared understanding of this information helps us maintain a safe, respectful, and inclusive environment where all students can thrive.

You can access the handbook anytime on our school website. Please also take a moment to log into PowerSchool to verify and update your contact and emergency information. Keeping this information current is essential to ensuring we can reach you quickly when needed.

If you have any questions about the handbook or need assistance, feel free to contact the main office at 860.349.7222, or reach out to me directly at dkimball@rsd13.org.

We're looking forward to a year filled with meaningful learning, growth, and connection. Thank you for your continued partnership and support.

Respectfully,

Dave Kimball, Principal

Noelle Durkin, Assistant Principal

Frank Ward Strong Middle School

Thank you for registering your student online. You should have received an email requesting you to sign up for a PowerSchool account to continue the enrollment process. Please check your spam or junk folder if you did not receive it in your inbox. If you did not receive the email, please let me know and I will resend the link.

Attached are additional documents to be completed. **Please complete the appropriate Residency Verification Form and return it to me with any required documents. Your student will not be fully enrolled until this is completed.**

Please be sure to access the rsd13ct.org website <https://strong.rsd13ct.org> where you can find important information. Please review the [Parent Student Handbook 2025-2026](#).

**Regional School District #13
FRANK WARD STRONG MIDDLE SCHOOL
Release of Student Information**

David Kimball, Principal

Noelle Durkin, Assistant Principal

Student Name: _____ Date of Birth: _____

Last Grade Attended: _____ Last Date Attended: _____

Name of Previous School: _____

Address of Previous School _____
(Street, City, State, Zip Code)

I hereby authorize you to forward all documents pertaining to the student named above to the school listed below.

- **Cumulative Records** (e.g., report cards, progress reports)
- **Guidance Records** (e.g., standardized test results, scholastic evaluations, attendance records)
- **Special Education Records** (e.g., PPT data, IEP's, 504 plans, psychological and learning evaluations, etc.)
- **Discipline Records** (all information related to disciplinary actions)
- **Health Records** (e.g., immunizations, most recent physical exam, medications, etc.)
- **Other** (e.g., any additional pertinent documents)

Parent/Guardian Signature

Date

Mailing: Strong Middle School
Attn: Guidance Department
191 Main Street, PO Box 435
Durham, CT 06422

Email: kbransfield@rsd13.org

Regional School District #13
School Entry Health Questionnaire

Student: _____ Birth Date: _____ Gender: _____
Address: _____
Mother/Guardian: _____ Telephone Number: _____
Father/Guardian: _____ Telephone Number: _____
Entering Grade: _____ Last School Attended: _____
Was your child born full term? Yes ___ No ___ If no, was child born early? ___ Late? ___
Child's Birth Weight: _____
Birth Complications, if any: _____
Have you or your child's physician noted any problems in your child's development to date? Yes ___ No ___ If yes, please explain _____
Does your child have any physical disability that we need to be aware of? Yes ___ No ___
If yes, please explain _____
Primary Doctor: _____ Phone Number: _____
Name of Child's Dentist _____ Phone Number: _____

Allergies Diagnosed by Physician: Food _____
Medications _____ Bee/Insect Stings _____
Environment _____ Other _____
Please Describe the Allergic Reaction: _____
Date of Last Allergic Reaction: _____
Epipen Needed for School: Yes ___ No ___
Asthma: _____ Medications Taken for Asthma: _____
Diabetes: _____
Hearing/Ear Problems: Hearing Loss _____ Frequent Ear Infections _____
Tubes in Ears _____ Other _____
History of Concussion(s): Yes ___ No ___
If yes, number of concussions _____ Date(s) Sustained _____
Seizures or Epilepsy: _____
Serious Injury/Illness: _____
Surgeries: _____ Other: _____
Vision/Eye Problems: Glasses/Contacts _____ Eye Surgery _____ Other _____
Is your child up to date on immunizations? Yes ___ No ___
Does your child take medication(s) on a regular or daily basis? Yes ___ No ___
Name of medication(s) _____
Will your child need to take medication(s) at school? Yes ___ No ___
Name of medication (s) _____
Major changes or stresses in your child's life that you would consider important for us to know about: _____

Completed By _____ Date _____
Relationship to Child _____ Signature _____

REGIONAL SCHOOL DISTRICT 13

STUDENT INFORMATION / EMERGENCY FORM

PLEASE COMPLETE ALL SECTIONS OF THIS FORM

STUDENT INFORMATION

Last Name _____ First Name _____ Middle Name _____ Gender _____
 School Year _____ School _____ Teacher _____ Grade _____
 Residence Address _____
 Home Telephone _____ DOB _____ Place of Birth _____
 Student Lives With: ☐ Both Parents ☐ Mother Only ☐ Father Only ☐ Other (please describe) _____
 Daycare Provider _____ Address _____ Telephone _____

New Registrants Only

Name and Address of School Last Attended _____ Grade Last Attended _____
 (include preschool) _____
 Address of Former Residence _____

PARENT / GUARDIAN INFORMATION

☐ PARENT 1 / ☐ GUARDIAN 1 / ☐ OTHER _____

Last Name _____ First Name _____ Middle Initial _____
 Residence Address _____ Mailing Address (if different than Residence) _____

 City _____ State _____ Zip _____ City _____ State _____ Zip _____
 Home Telephone _____ Cell/Other Phone _____
 Employer _____ Occupation _____ Work Hours _____
 Work Telephone _____ Extension _____ Preferred Email _____
 Responsible for Student ☐ Yes ☐ No Student Resides with this Parent/ Guardian ☐ Yes ☐ No

☐ PARENT 2 / ☐ GUARDIAN 2 / ☐ OTHER _____

Last Name _____ First Name _____ Middle Initial _____
 Residence Address _____ Mailing Address (if different than Residence) _____

 City _____ State _____ Zip _____ City _____ State _____ Zip _____
 Home Telephone _____ Cell/Other Phone _____
 Employer _____ Occupation _____ Work Hours _____
 Work Telephone _____ Extension _____ Preferred Email _____
 Responsible for Student ☐ Yes ☐ No Student Resides with this Parent/Guardian ☐ Yes ☐ No

Are there any legal restrictions on the release of your child? ☐ Yes ☐ No

Are there restrictions on the release of his/her records to a non-custodial parent? ☐ Yes ☐ No

If yes to either question, legal documents must be provided to the school principal.

Parental / Custody arrangements the school should be made aware of:

☐ DO NOT send EMERGENCY NOTIFICATIONS (School closings/delays/dismissals, etc.)

☐ Please send extra mailings to Non-Custodial Parent

WE REQUEST THAT BOTH PARENTS SIGN THIS FORM. I hereby certify the accuracy of the above information. In addition, I recognize my obligation to be familiar with the parent/student handbook and its content.

Signature of: ☐ Parent ☐ Legal Guardian _____ Date _____
☐ Parent ☐ Legal Guardian _____ Date _____

Please complete the reverse side of this form as well.

HEALTH INFORMATION

MEDICAL CONDITIONS /ALLERGIES: _____

MEDICATIONS: _____

The care and transportation of an ill or injured child is a parent's responsibility and we will make every attempt to contact you or your emergency contacts listed below. However, in case of serious illness or an emergency, we may need to contact your family physician or dentist or the school doctor for advice, unless you inform us otherwise. In case of a serious accident or one which we feel should have immediate attention, we will call 911 to transport your child to the Emergency Room at the nearest hospital, unless you inform us otherwise.

Please list two persons, other than parents, who will assume responsibility in case of illness, if we are unable to reach you.

Emergency Contact #1 _____ Tel.: _____ Cell: _____

Emergency Contact #2 _____ Tel.: _____ Cell: _____

Emergency Contact #3 _____ Tel.: _____ Cell: _____

FAMILY PHYSICIAN: _____ Tel.: _____

FAMILY DENTIST: _____ Tel.: _____

Does your child have health insurance? ☐ Yes ☐ No (If your child does not have health insurance, call 1-877-CT-HUSKY)

SIBLING INFORMATION

Please List Other Children in Student's Household:

Last Name _____ First Name _____ Middle Name _____

Date of Birth _____ Gender _____ Present Grade _____

☐ Enrolled in RSD 13 Schools?

☐ Daycare/Preschool?

☐ Not Yet Enrolled in RSD 13 Schools

If enrolled in RSD 13 or Daycare/Preschool, School Name: _____

Last Name _____ First Name _____ Middle Name _____

Date of Birth _____ Gender _____ Present Grade _____

☐ Enrolled in RSD 13 Schools?

☐ Daycare/Preschool?

☐ Not Yet Enrolled in RSD 13 Schools

If enrolled in RSD 13 or Daycare/Preschool, School Name: _____

Last Name _____ First Name _____ Middle Name _____

Date of Birth _____ Gender _____ Present Grade _____

☐ Enrolled in RSD 13 Schools?

☐ Daycare / Preschool?

☐ Not Yet Enrolled in RSD 13 Schools

If enrolled in RSD 13 or Daycare/Preschool, School Name: _____

PLEASE LIST ADDITIONAL CHILDREN ON SEPARATE SHEET

STATE OF CT REQUIRED DOMINANT LANGUAGE, RACE/ETHNICITY, MILITARY AND IMMIGRANT STATUS

Connecticut state law requires that each school district conduct a preliminary assessment of the dominant language of each student in its public schools. This assessment is made in order to ascertain English proficiency.

What is the language the student first acquired? _____ What is the language most often spoken by the student? _____

What is the primary language used in the home, regardless of the language spoken by the student? _____

Is the student Hispanic/Latino? ☐ Yes ☐ No

Is the student from one or more races (choose all that apply)?

a. ☐ American Indian or Alaskan Native

d. ☐ Native Hawaiian or Other Pacific Islander

b. ☐ Asian

e. ☐ White

c. ☐ Black or African American

Students of military families are defined as children of: Active duty members of the uniformed services, National Guard and Reserve on active duty orders, Members or veterans who are medically discharged or retired within one year, Members who die on active duty.

Is your student a member of a Military Family as defined above? ☐ Yes ☐ No

Immigrant children are individuals who are ages 3 through 21, were not born in any State (defined as each of the 50 states, the District of Columbia, and the Commonwealth of Puerto Rico) and have not been attending one or more schools in any one or more States for more than 3 academic years.

Does your student have immigrant status as defined above? ☐ Yes ☐ No

Student ID # _____

2025-2026

Office use only

RSD 13 Student Transportation Form

(This form must be completed, signed and returned for every child)

Your child's safety is extremely important to us. You are permitted a **maximum** of two (2) pick-up and two (2) drop-off locations. To ensure that your child gets picked up and dropped off at the proper locations, please complete, sign and return this form to your child's school.

School in 2025-26: _____ Grade in 2025-26: _____

Child's Name: _____ Telephone: _____

Home Address: _____ Zip: _____

☐ My child will not need transportation for SY 2025-26☐ My child will only be picked up and dropped off at a bus stop that is at or close to his/her home address as it is recorded with RSD 13. **If alternate stops are necessary please complete the form below.****GRADES 4 & 5 ONLY:** If no adult is at the stop to meet my 4th or 5th grader, I authorize the following procedure:☐ I allow my child to be left at the BUS STOP. I have made arrangements for his/her safety.☐ **RETURN** my child to school to be picked up there.

AM	Primary Address			Monday	<input type="checkbox"/>	
		Name:		Tuesday	<input type="checkbox"/>	
		Address:		Wednesday	<input type="checkbox"/>	
		Town:		Thursday	<input type="checkbox"/>	
		Phone:		Friday	<input type="checkbox"/>	
	Alternate Address			Monday	<input type="checkbox"/>	
		Name:		Tuesday	<input type="checkbox"/>	
		Address:		Wednesday	<input type="checkbox"/>	
		Town:		Thursday	<input type="checkbox"/>	
		Phone:		Friday	<input type="checkbox"/>	
	Parent Transportation	Monday	<input type="checkbox"/>			
		Tuesday	<input type="checkbox"/>			
		Wednesday	<input type="checkbox"/>			
		Thursday	<input type="checkbox"/>			
		Friday	<input type="checkbox"/>			

PM	Primary Address			Monday	<input type="checkbox"/>	
		Name:		Tuesday	<input type="checkbox"/>	
		Address:		Wednesday	<input type="checkbox"/>	
		Town:		Thursday	<input type="checkbox"/>	
		Phone:		Friday	<input type="checkbox"/>	
	Alternate Address			Monday	<input type="checkbox"/>	
		Name:		Tuesday	<input type="checkbox"/>	
		Address:		Wednesday	<input type="checkbox"/>	
		Town:		Thursday	<input type="checkbox"/>	
		Phone:		Friday	<input type="checkbox"/>	
	Parent Transportation	Monday	<input type="checkbox"/>	Picked-up By:		
		Tuesday	<input type="checkbox"/>	Picked-up By:		
		Wednesday	<input type="checkbox"/>	Picked-up By:		
		Thursday	<input type="checkbox"/>	Picked-up By:		
		Friday	<input type="checkbox"/>	Picked-up By:		

I understand that if this schedule changes in any way, I must notify my child's school in writing. Requests for new or changed bus stops must be made in writing to the school administration a minimum of one week in advance.

If change, date effective _____

Parent Signature _____

Date _____

Regional School District 13 Middlefield - Durham
FRANK WARD STRONG MIDDLE SCHOOL
DURHAM, CT 06422

Office (860) 349-7222 Guidance (860) 349-2011 Fax (860) 349-2011

David Kimball, Principal

Noelle Durkin, Assistant Principal

Student Name _____ **Entering Grade** _____

Does your child currently receive any special education or 504 services? (i.e. speech, reading/math help, counseling, learning disabilities, other remedial services.) _____ **Yes** _____ **No**

If **yes**, please describe: _____

Was your child ever retained? _____ Yes _____ No. If **yes**, which grade? _____

What is your child's Current math placement?

Grade 6: Math 6 _____

Grade 7: Math 7 _____ Accelerated Math 7 _____

Grade 8: Math 8 _____ Algebra _____

Elective Choices

Band _____ Yes _____ No If yes, what instrument do you play? _____

Chorus _____ Yes _____ No

Entering Grade 7 or 8 only

Does your child currently take a World Language? _____ If so, what Language? _____

World Language choice: (*depending on class size, may not be assigned first choice*)

_____ Spanish _____ French

After receiving and reviewing information about your child, the most appropriate placement for your child will be made.

Parent/Guardian _____ Date: _____

Regional School District 13 PowerSchool Parent Guide

A Guide to Accessing Student Data

RSD13 PowerSchool Parent Portal: <https://powerschool.rsd13.org/public/home.html>

Getting Started

I DO NOT HAVE A POWERSCHOOL ACCOUNT AND I NEED TO CREATE ONE

- You will receive a separate access code and password letter for each of your students. If you have not received your student's access letter, please contact their school.
- If you have already created an account, but need to add your student to your existing account, please see the next section.
- Each parent/guardian can have their own individual account, but should only create one account as all students can be linked to that one account. Each parent/guardian should follow the next steps to create their own account.

ONCE YOU HAVE CREATED YOUR POWERSCHOOL ACCOUNT, PLEASE COMPLETE THE ENROLLMENT FORMS Select the student you are enrolling and click on the Forms link within the left navigation menu.

Navigation

Grades and Attendance

Grade History

Attendance History

Small Notification

Teacher Comments

Student Results

Forms

School Bulletin

Class Registration

Balance

My Schedule

School Information

Account Preferences

Grades and Attendance: Test, Test

Grades and Attendance

Email Test's Teachers

Attendance By Class

Class	Last Week					This Week					Class	Attendance	Totals
Eng	M	T	W	Th	F	M	T	W	Th	F	Class	Attendance	Totals
Attendance Totals												2	2

Show dropped classes also

Attendance By Day

Last Week					This Week					Attendance		Totals	
M	T	W	Th	F	M	T	W	Th	F	22-23	YTD	22-23	YTD
										0	0	0	0
Attendance Totals										0	0	0	0

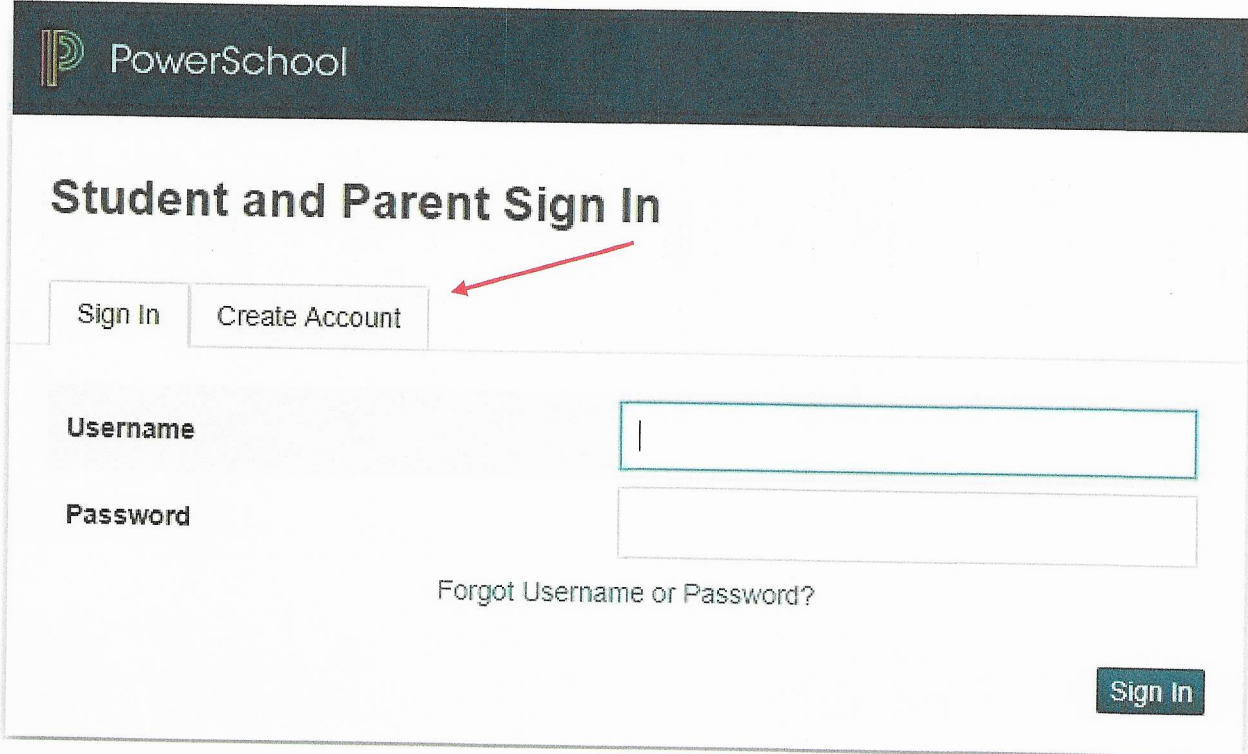
Legend

Attendance Codes: P=Present, A=Absent, E=Excused Absence, U=Unexcused Absence, T=Truancy, S=Suspension, H=Homebound, I=Involuntary Withdrawal, O=Out of District, R=Residential Transfer, N=New Student, F=First Day, L=Late, D=Drop, W=Withdrawal, C=Classroom Discipline, M=Medical, P=Personal, S=Social, T=Transfer, U=Unexcused, V=Vacation, W=Withdrawal, X=Excluded, Y=Yellow Card, Z=Zoned Out

Enrollment Codes: H=Homebound, I=Involuntary Withdrawal, N=New Student, P=Personal, S=Social, T=Transfer, U=Unexcused, V=Vacation, W=Withdrawal, X=Excluded, Y=Yellow Card, Z=Zoned Out

Creating a PowerSchool Account:

Step 1: Go to <https://powerschool.rsd13.org/public/home.html>. Click on the “Create Account” button.



PowerSchool

Student and Parent Sign In

Sign In Create Account

Username

Password

[Forgot Username or Password?](#)

Sign In

Step 2: Complete the Create Parent Account Screen.

- Enter your first name, last name and email address and create a desired user name.
- Create a password for the account. The password must be at least 6 characters long. Re-enter the password for confirmation.
- Complete the “Link Students to Account” section. Enter your student’s name, Access ID, Access Password and relationship for each student on your account. This information can be found on a separate letter sent from your student’s school. If you have not received this letter, please contact their school.
- Click the Enter button at the bottom when you are finished. Your new account should be permanent and last as long as your students are enrolled in the district. If there is an error, please read the comments, correct the information, and press the Enter button again.

Create Parent Account

Parent Account Details

First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/>
Re-enter Password	<input type="password"/>
Password must: •Be at least 6 characters long	

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

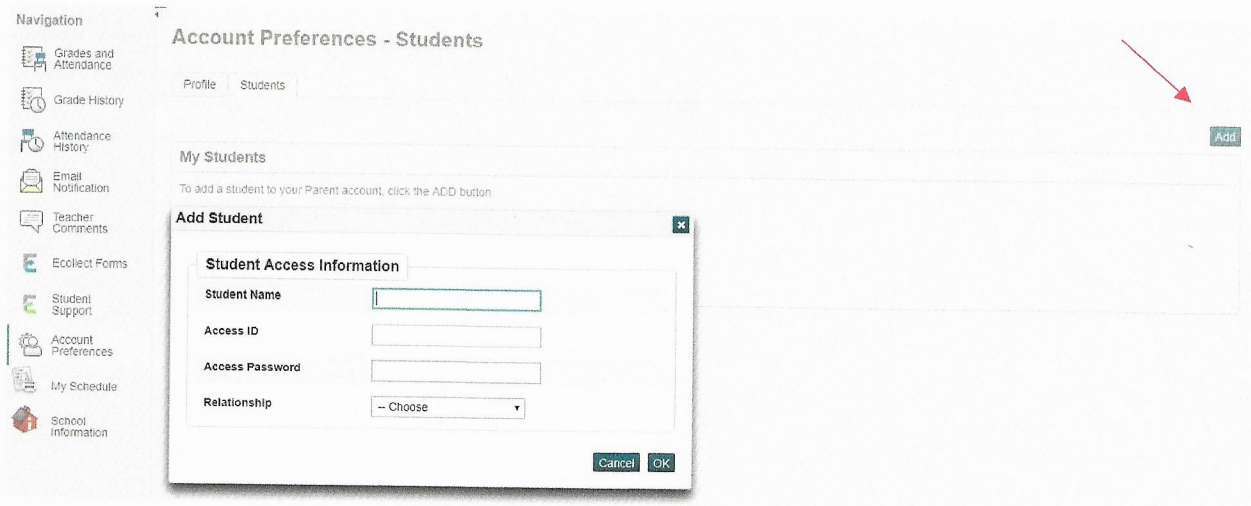
1	
Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose ▼

I ALREADY HAVE A POWERSCHOOL ACCOUNT BUT I NEED TO ADD ANOTHER STUDENT

If you already have a PowerSchool account, please log into PowerSchool at:
<https://powerschool.rsd13.org/public/home.html> and enter your username and password.
Then click on the Account Preferences button on the left and follow the instructions below.

- Click on the Students tab. A list of your students will appear in the list.
- Click on the Add+ button to add a new student to your list.
- Enter the student's name, Access ID, Access Password, and your relationship to the student.
This information can be found in the access code letter sent from your student's school.

Click the Submit button when completed. Your student will now be added to the list of students.



Repeat these steps for all the students that you wish to add. **Note:** If you have not received your student's access code letter, please contact your student's school.

I ALREADY HAVE AN EXISTING POWERSCHOOL PARENT ACCOUNT

If you created an account last year and you have no new students to the district, then you are set to use PowerSchool for this year. Log on to PowerSchool at:

<https://powerschool.rsd13.org/public/home.html> and enter your username and password. Your student's information will be updated to reflect their new grade and if applicable, new school.

If you have forgotten your password, please click on the "Forgot Username or Password" link on the PowerSchool Parent Portal sign in page. You will be directed to the following screen:



ParentSquare enables our families to:

- Receive all school and classroom communication via email, text or app
- Receive emergency notifications (ex. school closings or delays)
- View report cards
- View and download photos
- View the school and classroom calendar and RSVP for events
- Easily sign up for teacher conferences, field trips, and volunteering
- and much more . . . all in one centralized place!

Activate your Account

Two primary guardians, as listed in PowerSchool, receive invitations via email to join ParentSquare, but you can also activate your account by visiting www.parentsquare.com/signin and entering your email address in the Sign Up area. Please use the email address that you provided your child's school. If you are unsure which email address you provided, please call your child's school. The school's office staff can confirm that information with you.

Our goal is for every family to join ParentSquare. Thank you for activating your account so that we can connect and communicate in an easy and effective way!

WEATHER & SCHEDULE CHANGE NOTIFICATIONS

All weather notifications, and other changes to school schedules, are provided through ParentSquare. To ensure you receive a phone call, text message, and email for weather notifications please activate your ParentSquare account and be sure to add your phone number.

PASSWORD RESETS

If you cannot remember your password please visit <https://www.parentsquare.com/> and click the Forgot Password link.

THERE'S AN APP FOR THAT!

You can use ParentSquare on any device. For the best experience please download the free mobile app for [Apple iOS](#) or [Android](#).

CONTROL HOW YOU ARE NOTIFIED

ParentSquare allows you to customize how you receive notifications. To find out how, please review [this helpful ParentSquare Notification Settings guide](#).

HELPFUL VIDEOS

ParentSquare Introduction Videos

- Parent Intro Video - https://youtu.be/xOaxk_u0mqA?si=0RGfnSkPmuOxZ6TB
- Parent Download App - <https://vimeo.com/307587191/55b5893b30>
- Parent Download App (sp) - <https://vimeo.com/312804590>

Parent Intro Video (Spanish) - <https://youtu.be/sakfLnbwiB8?si=DVCBw7iMIGU7yidp>



REGIONAL SCHOOL DISTRICT 13 CALENDAR 2025-2026

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

June 2026						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

IMPORTANT DATES	
July 3 & 4	4th of July Holiday - District Closed
July 7-31	Summer School
August 26	District / School Professional Learning
August 27	Convocation/Faculty Mtgs
September 1	Labor Day - District Closed
September 2	Staff Prep Day
September 3	First Day for Students - Half Day for Students
September 4	Half Day for Students
September 26	Durham Fair / No School For Students
October 8 & 9	Early Release/Parent Conferences
October 13	Columbus Day / Indigenous Peoples' Day - District Closed
November 4	Election Day/No School for Students/Prof. Learning
November 26-28	Thanksgiving Recess - District Closed
December 23	Early Release
Dec 24 - Jan 1	Winter Recess
December 24-25	District Closed
Dec 31 - Jan 1	District Closed
January 19	Martin Luther King Day - District Closed
February 13	No School for Students/Prof. Learning
February 16	President's Day - District Closed
March 11 & 12	Early Release/Parent Conferences
April 3	Good Friday - District Closed
April 13-17	Spring Recess
May 25	Memorial Day - District Closed
June 10 & 11**	Transition/Early Release
June 12**	Last Day of School/Early Release/CRHS Graduation
June 15 & 16*	Professional Learning
June 19	Juvenile Day - District Closed

Legend

Summer School

No School For Students

Holidays / District Closed

First Days for Teachers

Early Release

Approved by BOE - 6.11.25

180 Student Days

187 Teacher Days

REGIONAL SCHOOL DISTRICT 13 SCHOOL HOURS

Regular & Emergency School Day Hours

School / Program	Regular Start Time	Regular Dismissal	2-Hr Delay Start Time	Early Release Time
Coginchaug High School	7:25 a.m.	2:02 p.m.	9:25 a.m.	11:30 a.m.
Strong Middle School	8:00 a.m.	2:35 p.m.	10:00 a.m.	12:05 p.m.
Lyman Elementary	8:50 a.m.	3:20 p.m.	10:50 a.m.	12:30 p.m.
Brewster Elementary	8:50 a.m.	3:20 p.m.	10:50 a.m.	12:30 p.m.
PreK* (3 yr olds)	9:00 a.m.	1:15 p.m.	11:00 a.m.	12:10 p.m.
PreK* (4 yr olds)	9:00 a.m.	3:00 p.m.	11:00 a.m.	12:10 p.m.
Middlesex Transition Academy	8:30 a.m.	2:30 p.m.	10:30 a.m.	12:05 p.m.

* Please note the PreK program does not meet on Fridays.