


LCFF Parent Instructions

1. Sign in to PowerSchool Parent Portal: <https://powerschool.sandi.net/public/>

2. Click the icon  near the bottom of the navigation menu.


For **reference** on the LCFF page in the parent portal, the information shaded in blue provides help in determining number of household members and what types of income to include.

Who should I include in "Number of People Living in Home"? To determine the number of people living in your home, count yourself and all the people who live with you and share expenses, whether they are related to you or not. Include children and adults. Do not include people who live with you but are financially independent, such as a boarder who pays rent.

What is included in "Total Monthly Income"? Total Monthly Income includes the following:

- **Gross earnings from work:** Use the gross income, not the take-home pay, for everyone living in your home. Gross income is the amount of money each person earns BEFORE taxes and any other deductions. This amount may be found on the paystub or requested from the employer. Net income should only be reported for self-owned businesses, farm, or rental income.

3. Click the **dropdown**, **select** the number of people living in your home.

Number of People Living in Home: * 

4. Click the **radio button** next to the appropriate income amount for the household.

Total Monthly Income: * \$0 - \$2,839 \$2,840 - \$4,040 \$4,041 or more

5. Click in the **checkbox** to certify the information and then **click Submit**.

Signature

I certify (promise) that the information provided on this form is true and that I included all income. I understand that the school may receive state and federal funds based on the information I provide and that the information could be subject to review.

Parent / Guardian Signature: Wimbo, Jax

Date: 09/02/2020

6. If you have additional children attending eligible LCFF schools, click on their names in your Parent Portal and repeat steps 1-5.

For help with technical issues, please contact Parent Online Support at 619.732.1400