** Konstella and Canvas Communication Form**

WELCOME new and returning PFA Parents, Teachers and Staff! In an effort to stay up to date with communications and keep everyone informed in the most effective way possible, we are utilizing two VERY IMPORTANT communications platforms, **Konstella and Canvas.** These private systems will allow PFA administration, teachers and parents to effectively reach our school community.

**Konstella** – The system has many features such as school and individual classroom news, parent groups, calendaring, volunteer sign-ups and announcements. It even has a convenient app for your smartphone!

The calendar feature on Konstella will sync with your digital calendar and update with any changes automatically.  In syncing the calendar, there are two options- We would recommend signing up for the event calendar option so you are sure to get the school wide events as well as your personal sign ups.

***New Families***

* Once you receive an invitation (in June), simply hit the orange sign up bar and follow the instructions. Each parent can sign up individually and/or if you have grandparents or caretakers that are part of your school support they can add their own account by your invitation as well!
* Once you are registered be sure to join the grade level and add EACH student. (Staff members join grade level teaching)
* Please be sure to check the privacy AND notification settings so that you can receive updates the most convenient way for you.

***Returning Families***

You will receive an email in June with instructions how to activate your settings for the upcoming year.

**Canvas –** PFA uses a program called Canvas to record grades. Some teachers also use it for assignments, discussions, tests, and other communication, but all use it to record grades. It is the only place grades will be available.

All students in grades 4-12 need an account.

An invite from Canvas will be sent to the email you provide. **If you have multiple students at PFA, a different email is needed for each one.**

An invite from Canvas will be sent to each email. Check email and spam. There will be prompts to set-up an account. Please keep track of the password you use. The same email and password can be used each year.

Once the invite is sent it will be active for seven days, so accept it as soon as possible. Please indicate which email(s) you would like to use by filling out the attached Canvas Sign-Up form.

In order for Konstella and Canvas to work effectively we need 100% participation.

*Konstella questions please email Katie at kshepherd@pioneerfamilyacademy.com*

*Canvas questions please email Janet at janetboyden@pioneerfamilyacademy.com*

**Canvas Sign Up Form 2024-2025**

**Canvas -** Canvas is the **ONLY** way to view grades for your students, and an important means of tracking progress. Students in grades 4-12 need an individual account***. If you have multiple students at PFA, each one will*** ***need a separate email***. Respond promptly to email invitation when it arrives.

Last Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Names \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1st Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade\_\_\_\_\_\_\_\_\_\_

1st Student Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2nd Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade\_\_\_\_\_\_\_\_\_\_

2nd Student Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3rd Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade\_\_\_\_\_\_\_\_\_\_

3rd Student Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4th Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade\_\_\_\_\_\_\_\_\_\_

4th Student Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5th Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade\_\_\_\_\_\_\_\_\_\_

5th Student Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_