



*We Soar
as One!*

Lac qui Parle Valley
Independent School District #2853
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Effective October 27th, 2018 Lac qui Parle Valley School District will be transitioning to JMC Message Center for our automated call messaging system.

By default, all phone numbers Rank 1 and 2 will receive Emergency/Weather Related messages. All numbers labeled cell phones #1 and #2 will receive Text Messages. To change these options, parents can log in to JMC Parent access by visiting: www.jmc.lqpv.org/Parent Click on the Parent Information Menu, where you will see a menu that looks similar to the image below.

The screenshot shows a web interface for updating contact information. On the left is a navigation menu with options like Home, Academics, Report Card/Transcript, Lunch, Health, Discipline, Tuition/Fees, Parent Information (highlighted), Bus, Register for School, and Log Out. The main content area is titled 'Lac qui Parle Valley ISD#2853 - 2018-2019' and contains a form with the following fields: Title (First: LqPV, Last: Eagles), Address (2860 291st Ave), City (Madison), State (MN), Zip (56256), and six email addresses. Below this is a section for 'Important Messaging Information' with four rows for 'Messaging service Phone #1' through '#4'. Each row includes a phone number, a description, a type dropdown (Work 1, Work 2, Cell 1, Unknown), and a list of message types with checkboxes: SMS/Text Message, Emergency/Weather Related, Student/Lunch Related, and General School Information. At the bottom, there is an 'Optional comment for the office staff' field and a 'Save' button.

Verify, change or add an email address and phone number to which notifications should be sent.

In the Message Service box next to each phone number, select the type of notice(s) to receive to that particular phone number (you can select more than one). The options include:

- SMS/Text Message is for cell phone text messages.
- Emergency/Weather Related would be messages like late starts, early dismissals, no school, etc.
- Student Related would be academic or sports notices (i.e. practice canceled, excessive tardiness/absences).
- General School Information would be reminder messages related to conferences, registration, etc.

When done making changes, click on SAVE.

Allow 24 hours for the Office Staff to merge these submissions into the internal database. When that is complete, you will see your changes within your Parent Information menu.