Viewing Report Card Information for Your Elementary Student
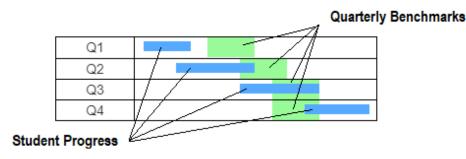# Electronically Through the PowerSchool Public (Parent/Student) Portal

Elementary report card information is available to parents/guardians electronically through the parent/student portal. This includes the new report card featuring Language Arts, Science, and Social Studies. The new report card can only be accessed through the PowerSchool Public (Parent/Student) Portal. It is not available using the PowerSchool Mobile app. This tip sheet will help you navigate the portal to view this information. You will need a PowerSchool parent portal account to access this information. If you do not have an account, please contact your student's school. If you have a question about your student's information, please contact your student's teacher. If you need assistance with your PowerSchool parent/student portal account or with these directions, please contact your student's school.

Viewing Standards & Scores (Language Arts, Science & Social Studies only)

To view report card standards, select ELEM Report Card from the Navigation sidebar on the left-hand side.

The literacy report card contains three major sections. The top section shows your student's progress through the various reading stages. The blue bars indicate your student's progress for each quarter. The green shaded areas show the benchmark range for each quarter. If you would like more information about each reading stage click on the ❓ icon for the stage.
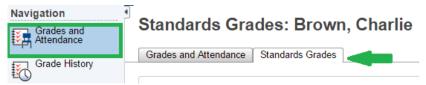

The next section provides information about your student's progress on the essential standards for language arts. The final section displays the teacher's language arts comments. You can print the literacy report card by clicking on the printer icon. 🖨️

Click on a tab to switch to Science or Social Studies

Viewing Standards & Scores (All subject areas)

To view report card standards, select Grades and Attendance from the Navigation sidebar on the left-hand side and then select the Standards Grades tab.

Standards will be listed by subject area. Click on a subject area to display the standards for that subject. Standards scores will be listed next to each standard. You can click on the standard score to get additional information on the score.
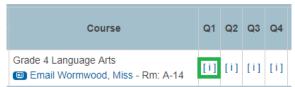
Viewing Assignments & Scores

To view assignments and scores for subjects where the teacher enters assignments into the PowerSchool gradebook, select Grades and Attendance from the Navigation sidebar on the left-hand side. The Grades and Attendance tab should be selected by default. You will find an information **[i]** link next to each class for each quarter.

Click on the information **[i]** link for the desired quarter to see the list of assignments and grades for that quarter.

Viewing Elementary Teacher Comments

You can view the comments that your student's teachers have provided in one of two ways. You can select Grades and Attendance from the Navigation sidebar on the left-hand side. The Grades and Attendance tab should be selected by default. Clicking on the information **[i]** link next to a class will bring up the class detail and the comment will be displayed in the Teacher Comment section.
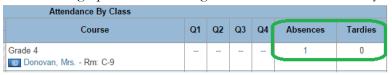

Alternately, you can select Teacher Comments from the Navigation sidebar on the left-hand side. This will bring up a list of your student's classes and any teacher comments will appear in the Comment column.

Be sure that the correct quarter is selected from the Reporting Term drop-down.

Viewing Elementary Attendance

You can see detailed information about your student's absences and tardies in one of two ways. You can select Grades and Attendance from the Navigation sidebar on the left-hand side. The Grades and Attendance tab should be selected by default. The number of absences and tardies will be listed in the last two columns. Clicking on the number of absences or tardies will bring up a detailed listing of dates and absence/tardy codes.

Attendance By Class						
Course	Q1	Q2	Q3	Q4	Absences	Tardies
Grade 4 Donovan, Mrs. - Rm: C-9	--	--	--	--	1	0

Alternately, you can select Attendance History from the Navigation sidebar on the left-hand side. This will bring up a list of your student's classes and any absences or tardies will appear in the attendance grid.

Meeting Attendance History: Brown, Charlie

Course	Expression	10/19-10/23					10/26-10/30		
		M	T	W	H	F	M	T	W
Grade 4 Donovan, Mrs. C-9 E: 08/19/2015 L: 06/04/2016	P1(Z)							UNV	

Navigation:
- Grades and Attendance
- Grade History
- Attendance History

A key to attendance codes can be found on the bottom of the page.
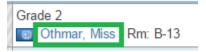
Selecting a Different Student

If you have multiple students associated with your portal account, you can switch between students by selecting a name from the student list at the top left-hand side of the screen.

PowerSchool

Alexander   Anna   Rachel   Sarah

You can add additional students to your portal account using access keys that you obtain from your student's school.

Contacting Your Student's Teacher via Email

If you are using a computer or device that is set up for email you can click on a teacher's name to start an email in your email client addressed to the teacher. Links for teacher emails can be found on the Grades and Attendance screen or the Teacher Comments screen.

Grade 2
Othmar, Miss   Rm: B-13

Once you click on the teacher's name, a new email should automatically open.

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