



# PowerSchool Premier

Fairbanks North Star Borough School District

## Substitute/Job Share/Student Intern PowerTeacher Pro Gradebook (PT Pro) Agreement

This feature has no connection to the Human Resources department or their functions. Please contact the HR department regarding any substitute/job share topics other than use of PT Pro.

When a section is shared, each teacher can log in to PowerTeacher with his/her own f-number and view, create, and edit the section grades and assignments, ultimately impacting final grades. Access also includes all features of the PowerTeacher Portal, including taking attendance.

**Only one teacher can be the "lead."**

**The lead teacher's name will show on report cards as the teacher of record for the term.**

*This agreement is between the lead teacher and a (please check one box):*

Job Share or Student Intern:

- Job Share Teacher
- Student Intern

Substitute:

- Long Term (certified only)
- Short Term

By signing this form, the **Lead Teacher** acknowledges that the, **Job Share Teacher, Student Intern, or Substitute** will have *full access* to the gradebook and teacher portal for the course(s) listed below during the time frame indicated:

School: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Print Lead Teacher Name: \_\_\_\_\_ f-number: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Sub/Job Share/Student Intern Name: \_\_\_\_\_ f-number: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Course Name / Period Offered (list one course or indicate ALL of the Lead Teacher's courses are to be "shared"):

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Principal's name (please print): \_\_\_\_\_ Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please send or fax completed form to Student Information Systems (452-3312).**

You will be advised when the requested configuration has been implemented.