

PowerSchool Report Card Instructions for Parents/Guardians

PowerSchool is the on-line gradebook for Kindergarten through 8th grade at St. Matthias School. It is a cloud-based student data information system designed to share academic information between parents/guardians and teachers. It allows parents/guardians the ability to log into a secure account from home or work; access real-time assignments, grades and attendance; request reports; and email teachers.

Parent Access to PowerSchool:

The St. Matthias School PowerSchool web address is <https://diometuchen.powerschool.com/public/>

The PowerSchool Environment:

PowerSchool opens to the **Grades and Attendance** page once you have logged in. It is a quick lookup page, which shows classes, teachers, grades and attendance. It also has a tab for standards grades given for personal and social growth. All of the information on these pages are pulled from the teacher gradebooks for the current term. Once grades start to appear under the terms, you may double-click the grade to see class assignments.

Parents/guardians with more than one child will have selection tabs in this area for multiple students.

The screenshot shows the PowerSchool interface. At the top right, it says 'Welcome, [Name]' with links for 'Help' and 'Sign Out'. The main header is 'PowerSchool'. Below that, there are two tabs: 'Grades and Attendance' (selected) and 'Standards Grades'. On the left, a 'Navigation' menu lists various options: Grades and Attendance, Grade History, Attendance History, Teacher Comments, School Bulletin, Class Registration, Balance, and My Calendars. A red arrow points to this menu. The main content area is titled 'Grades and Attendance:' and contains a table labeled 'Attendance By Class'. The table has columns for 'Exp', 'Last Week' (M, T, W, H, F), 'This Week' (M, T, W, H, F), 'Course', 'Q1', 'Q2', 'X1', 'Q3', 'Q4', 'X2', 'Absences', and 'Tardies'. The table lists several classes with their respective attendance data. At the bottom right of the table, there is a summary row for 'Attendance Totals' showing 0 Absences and 0 Tardies. Below the table, it says 'Current weighted GPA (Q3):' and 'Show dropped classes also'.

Exp	Last Week					This Week					Course	Q1	Q2	X1	Q3	Q4	X2	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F									
1(A-E)	HERE										PHYSICAL EDUCATION 6	0	--	--	--	--	--	0	0
1(A-E)											ART 6	--	--	--	--	--	--	0	0
2(A-E)											MATH 6	0	--	--	--	--	--	0	0
3(A-E)											SCIENCE 6	0	--	--	--	--	--	0	0
4(A-E)	HERE										SOC STUDIES 6	0	--	--	--	--	--	0	0
5(A-E)											LUNCH Staff, Staff	--	--	--	--	--	--	0	0
6-7(A-E)											ADV. READING 6	0	--	--	--	--	--	0	0
8(A-E)											BAND 6	--	--	--	--	--	--	0	0
9(A-E)											ADV. ENGLISH COMP. 6	0	--	--	--	--	--	0	0
10(A-E)											Advisory 6	--	--	--	--	--	--	0	0
Attendance Totals																		0	0

The following is a guide to help you locate the information you would normally find on the printout of a report card for each marking period:

- Final grades for all subjects including ancillary subjects (World Language, Music, Art, Gym, Computer Science) can be found on the **Grades and Attendance** page under each quarter's column (Q1, Q2, Q3, Q4, Y1).
- Comments that would normally be found on the back of the report card can be found by clicking the **Teacher Comments** tab under the Navigation menu.
- Attendance records can be found by clicking the **Attendance History** tab under the Navigation menu.
- Standards grades for all subjects including ancillary subjects can be found by clicking on the **Standards Grades** tab. Once on the Standards Grades page click on the "Expand All" box on the right hand side of the screen. This will allow you to see Standards grades for all classes.

In grades 1-8, standards grades refer to an "X" as need for improvement and an "E" as exemplary performance in personal and social growth.

In Kindergarten, standards grades refer to a "C" as consistently observed, an "S" as sometimes observed, a "NA" as not assessed at this time and an "X" as practice and support needed.