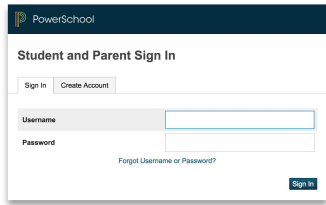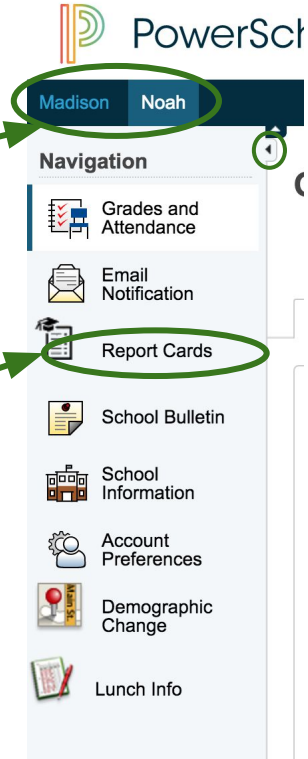# Accessing your Child's Report Card through PowerSchool Parent Portal

**Note: You need to have a parent portal account in order to access your child's report card.
If you need assistance with this, the main office can provide you with the information you need.**

1. Sign into your PowerSchool Parent Portal account.

2. If you have multiple children in the district, click on the child whose report card you'd like to view. (You may need to "open" the menu options on the left by clicking on the arrow.)
3. On the left side of the screen, click on Report Cards.
4. Choose your child's grade. The report card will generate and there will be an option to print.

Important to Note:
- Report cards are not available until the portal is open to parents by administration. In the meantime you will see a message stating "No report cards available at this time".
- You can not access report cards from the PowerSchool mobile app.
- When accessing PowerSchool on a mobile device, choose "Exit to Main PS site on the first screen".