



August 2016

Jesuit uses the Powerschool Grading Portal as the primary means of communication of student grade information between teachers and students/parent-guardians. The PowerSchool Grading Portal will open August 19, 2016 to all parents/guardians. It allows parents to view current grades and class attendance information at any time using the internet. In addition to Powerschool Grading, starting this academic year all teachers will use Google Classroom to communicate course information (syllabus, assignments, etc.) to students.

The following guidelines should help you in your efforts to use the portal system effectively in collaboration with the faculty at Jesuit High School and your student:

- The primary purpose of the Powerschool Grading portal is to provide you and your son with timely and accurate information regarding academic performance and completion of assignments, assessments, and projects. Both students and parents should check the Powerschool Grading portal weekly to monitor student progress.
- The primary source of course information is Google Classroom. Only students have access to Google Classroom as this is where course information and assignments are posted. If a parent/guardian observes that work is marked as missing in Powerschool it is appropriate to ask the student to open up Google Classroom to determine the nature and scope of non-completed work.
- **Students are encouraged to keep track of all returned graded assignments.** When questions arise, students are encouraged to make the initial contact with their teachers before parents get involved. Students should also be communicating regularly with their parents about their grades.
- Keep in mind that **grades will fluctuate throughout a marking period.** The grade that you might be viewing at any time is a "snapshot" of the student's progress to date. In the event of class absences missing assignments should be made up by the student as soon as possible as missing work can have a significant negative impact on the student's grade.
- Please give teachers a **reasonable amount of time to assess student work and enter grades into their grade books** (up to 10 school days for formal assessments and papers). Teachers are asked to ensure their grade books are updated at the midpoint and end of each quarter. It should be noted that participation grades are frequently recorded at the end of the marking period.
- Starting in 2016-2017 hard copy report cards will only be issued at the conclusion of each semester upon request. Students and parent/guardians will be notified via email when grades are published as final in Powerschool. Quarter grades will be published in PowerSchool but not mailed. Only semester grades are posted to student transcripts.

If you have any difficulty with your PowerSchool account, please contact Keegan Smith at [Keegan.smith@jesuithighschool.org](mailto:Keegan.smith@jesuithighschool.org).

Sincerely,

A handwritten signature in black ink that reads "David W. Jilke".

David W. Zielke  
Assistant Principal, Curriculum and Assessment