



Waterford Township
School District

Brenda Haring, EdD/CI
Superintendent

Daniel J. Fox, CPA
Assistant Superintendent for Business

Julie C. Lyons
Director of Elementary Education

March 24, 2020

Good afternoon,

This is a reminder that **online Report Cards are available to view in Realtime, beginning at 5:00 P.M. today**, March 24, 2020. Please note that this is a change from Trimester 1, where families received hard copies. Given the current circumstance, a paperless report card was the best alternative for communicating your child's progress in a timely manner while schools are closed.

The directions that were sent in the March 20 communication are also included in this letter (see the next page).

If you have any difficulties logging in, please contact Betty Scola at escola@wtsd.org.

Respectfully,

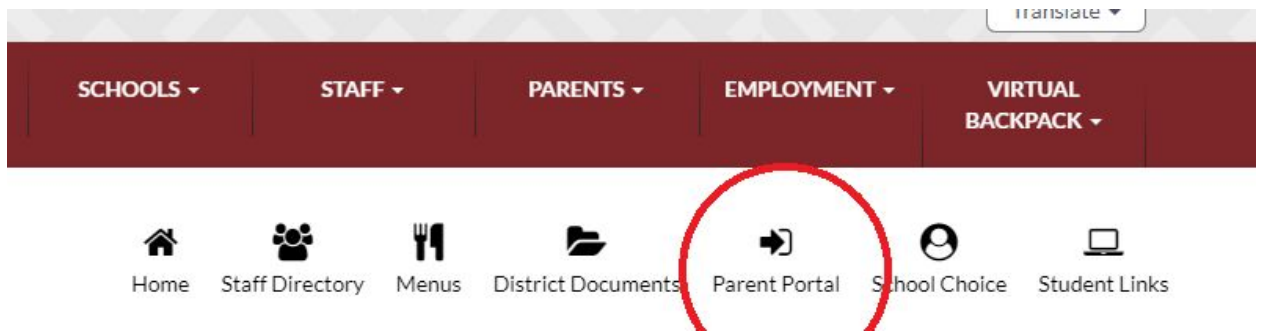
Dr. Brenda Haring, EdD/CI
Superintendent, Waterford Township School District

Directions begin on the next page...

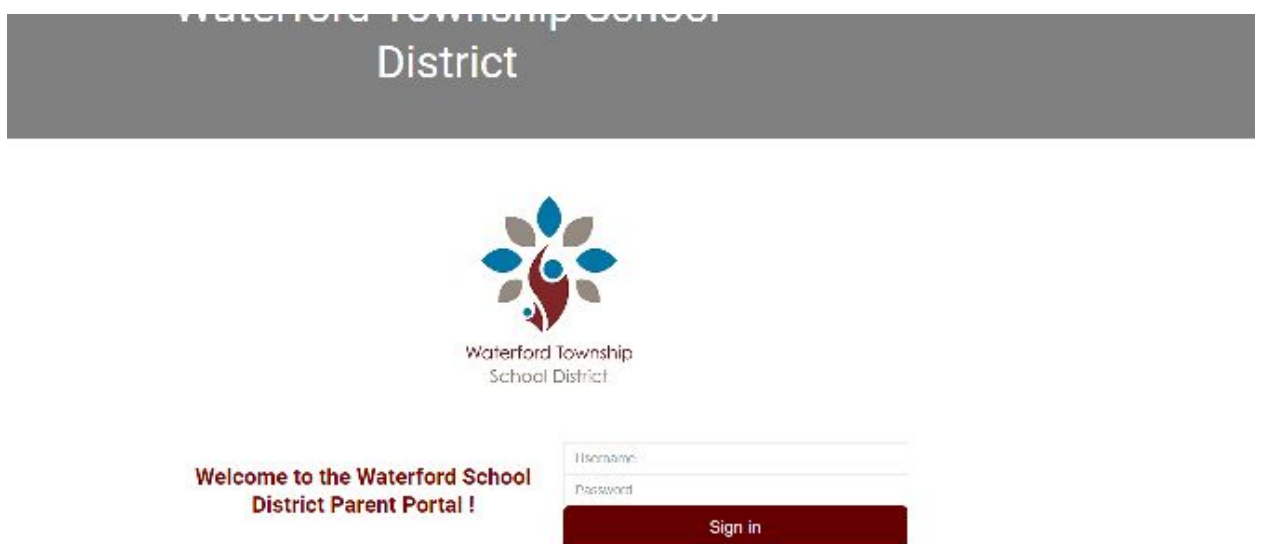
Directions for logging into Realtime *and* viewing Report Cards:

Go to wtsd.org.

Click on the Parent Portal Link:



On the Portal home page, you will need your username and password. If you don't know this information please contact Mrs. Scola at escola@wtsd.org.



Directions continued on the next page...

Once you are logged in, you will see a menu on the left:



Directions continued on the next page...

From this menu, choose "Grades." This will bring up the report cards. You can choose "MP 2" to view the second marking period grades.

(NOTE: This will not be available until grades are posted on 3/24/20).

GRADES		2019-2020			
Title	Teacher	MP1	MP2	MP3	FG
I acknowledge viewing this report card.		<input checked="" type="checkbox"/>			

**Please check the box that says
"I acknowledge viewing this report grade."**

**If you have a Special Education Student, also check and
acknowledge the "G&O Progress" tab on the menu.**

This will send us a report verifying that you accessed your child's grades. (Note: this example is a 5th grade student. Other grade levels may look slightly different, but all will have the acknowledgement.)

Questions? Contact Mrs. Scola escola@wtsd.org.