



Carlstadt Public School

550 Washington Street ◊ Carlstadt, NJ 07072

Phone: 201-672-3000 ext. 3111 ◊ www.carlstadt.org

Diana Silva, Director of Special Services

September 7, 2017

Dear Parents and Guardians,

Progress reports will be available to you online through the Genesis Parent Portal.

Please follow the procedure listed below:

- 1. Log in to the Genesis Parent Portal -**
http://www.carlstadt.org/genesis_parent_portal
- 2. Click on Summary**
- 3. Under the attendance you will see a link for "IEP Direct Document Portal"**
- 4. Click OK**
- 5. Click link for "IEP Progress Report" and select the current marking period**
- 6. Progress Report will download on the bottom of your screen, click on the .pdf to open and view**

Copies of progress reports are available, when requested. Please do not hesitate to contact me with any questions or concerns you may have.

Sincerely,

Diana Silva