



## Clark Public Schools

### Carl H. Kumpf Middle School

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**Richard Delmonaco**

*Principal*

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Dear Parents,

The Parent Portal allows parents to view your child's grades so you can have an accurate and up-to-date picture of your child's progress in all subject areas. You will also have access to your child's attendance record and schedule through the system

If you have not registered for the Parent Portal or forgot your password, you may login to [parentportal.clarkschools.org](http://parentportal.clarkschools.org) (or click on the icon on the school website) to register your e-mail address. "Click" on the "forgot your password/new user registration" to receive a temporary password. Once you login using the password that was e-mailed to you, it is suggested that you change this password. Only e-mails that are on record in our student management system will be able to login to view grades. If you need to change the e-mail address, please contact the main office. The site is configured for "read only" access. No personal information can be changed while logged into the portal.

Once you are registered, you will have the ability to view your child's grades as recorded by his or her teachers. Grades can be accessed by "clicking" on the schedule bar. When you are on this page, you should click on the search icon under "assign" to access the grades for that particular class. At this point the assignments and grades for that class will appear. The current average for your child in the class will also appear.

A few other important items:

- If you have multiple children in the middle school and or high school, you can change the student by using the drop down tab on the right hand side of the page.
- Grades will be updated in the system every Monday. In other words, grade changes will appear only weekly; Attendance records will be updated daily.
- Make sure your e-mail address is correct and updated.
- Progress reports will still be used as another measure to report on student progress. This will be a separate report e-mailed at the midpoint of each marking period. Not every student receives a progress report for every class.
- Keep in touch with your child's teachers. If you have any questions or concerns, make sure to contact your child's teacher.

If you have any questions or experience any difficulties with the Parent Portal, please contact the Kumpf Main Office.

Sincerely,

*Rick Delmonaco*

Rick Delmonaco

Principal