

Newark Board of Education

# PowerSchool Parent Portal User Guide

## **Access to the PowerSchool Parent Portal**

You can access the PowerSchool Parent Portal from any computer with internet access. Newark Board of Education's PowerSchool Parent Portal can be access via the PowerSchool Parent Portal link on the Newark Board of Education's website or at <https://sis.nps.k12.nj.us/public> .

## **Creating a PowerSchool Parent Portal Account**

To access the PowerSchool Parent Portal, you will need to create 1 (one) account to access the information for all children you currently have enrolled in Newark Board of Education Schools. Prior to creating your own account, you are required to:

- have an e-mail address
- obtain an Access ID and Password for each child you have enrolled in Newark Board of Education School

Your child(ren)'s school can assist you with the above requirements.

Step 1: Access to PowerSchool Parent Portal at <https://nps.k12.nj.us/public> (or via the PowerSchool Parent Portal link on Newark BOE website. You will see the screen below.

Step 2: Click on the Create Account tab and click on Create Account on the bottom right.

### Acceptable Use Acknowledgement

Logging into the PowerSchool Parent Portal signifies your agreement with, and understanding of Newark Public Schools' Acceptable Use Policy.

Student Policy PDF available [here](#).  
Staff / Parent Policy PDF available [here](#).

## Student and Parent Sign In

Sign In

Create Account

Username

Password

[Forgot Username or Password?](#)

Sign In

Step 3: Enter the following information to create an account:

## Create Parent Account

### Parent Account Details

First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/>
Re-enter Password	<input type="password"/>
Password must: <span style="float: right;">•Be at least 8 characters long</span>	

### Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

1

Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	<input type="text" value="-- Choose"/> ▾

2

Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	<input type="text" value="-- Choose"/> ▾

Step 4: click Enter on the bottom right corner to complete setting up your account.

Once an account has been set up, you will receive the following message: Congratulations! Your new Parent Account has been created. Enter your User Name and Password to begin using your new account.

## Logging into The PowerSchool Parent Portal

Step 1: Access the PowerSchool Parent Portal at <https://sis.nps.k12.nj.us/public> or on the NBOE website.

Step 2: Enter your User Name and Password, click Submit.

## Navigating the Parent Portal

Once you log into the portal you will either see the Grades and Attendance page, or the Report Card page. If you see the Grades and Attendance page, the grades you see are in progress, in other words, not final. But once a quarter is complete, the final grades for that marking period are permanently stored and report cards are distributed. For approximately the next two weeks the parent portal will display the Report Card page instead, and you will only see the permanent grades your student has earned for the year so far. There are additional tabs for Standards Grades (such as 21<sup>st</sup> Century Life and Career Skills) as well as Standardized Test Scores. At the time this document was published, the only test scores available are for the Spring 2019 NJ SLA formerly called PARCC. In the future, more test scores will be made available.



Welcome, [Redacted] | [Help](#) | [Sign C](#)

Christine
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### Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Account Preferences

**District Code**  
LKMB

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GET IT ON **Google play**

## Grades and Attendance: [Redacted]

Grades and Attendance
Standards Grades
State Standardized Test Scores

Grades and Attendance By Class																				
Exp	Last Week					This Week					Course	Q1	E1	Q2	E2	F1	Q3	Q4	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F										
HR(A)											Homeroom <a href="#">Email [Redacted] Joseph - Rm: 109</a>	A 97	[i]	[i]	[i]	A 97	[i]	[i]	0	0
1(A)											Instrumental Music I - Winds/Percussion <a href="#">Email [Redacted] Joseph - Rm: 109</a>	A 97	[i]	[i]	[i]	A 97	[i]	[i]	0	0
2(A)											Intro to Law and Criminal Justice <a href="#">Email [Redacted] - Rm: 203</a>	A- 93	[i]	[i]	[i]	A- 93	[i]	[i]	1	0
3(A)											Physics With Lab <a href="#">Email [Redacted] Kevin - Rm: 346</a>	A+ 99	[i]	A+ 100	[i]	A+ 100	[i]	[i]	0	0
4(A)											English III <a href="#">Email [Redacted] Gina - Rm: 235</a>	B+ 87	[i]	[i]	[i]	B+ 87	[i]	[i]	1	0
5(A)											Health III <a href="#">Email [Redacted] Beverly - Rm: 203</a>	B 85	[i]	[i]	[i]	B 85			0	0
6(A)											Lunch <a href="#">Email [Redacted] Antonio - Rm: Cafe</a>	[i]	[i]	[i]	[i]	[i]	[i]	[i]	0	0
7(A)											Music Technology II <a href="#">Email [Redacted] Thomas - Rm: 122</a>	A+ 100	[i]	[i]	[i]	A+ 100	[i]	[i]	1	0
8(A)			1								United States History II <a href="#">Email [Redacted] George - Rm: 208</a>	A- 92	[i]	[i]	[i]	A- 92	[i]	[i]	5	0
9(A)											Algebra II <a href="#">Email [Redacted] Lisa - Rm: 324</a>	F 57	[i]	[i]	[i]	F 57	[i]	[i]	1	0
<b>Attendance Totals</b>																		<b>9</b>	<b>0</b>	

Navigation

- Report Card
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Account Preferences

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Download on the App Store

## Quarter 3 Report Card: [REDACTED]

Grades and Attendance BHS   Grades and Attendance Nwk Eve Ed Ctr   Standards Grades   State Standardized Test Scores

**Please note the following:**

We have recently changed this page from showing what is currently in the teacher gradebook to showing the earned grades per marking period up to and including Quarter 3. Absences during the Covid-19 emergency will be reconciled when we return to school. If you see a zero, "0", with no letter grade, this means that there were no assignments in this particular grading period, and it does not affect the final grade. These grades do not include classes that were completed in Semester 1. You can see these grades in Grade History.

**Q3 Honor Roll Status: Honorable Mention**

Grades and Attendance By Class																	
Exp	Last Week					This Week					Course	Q1	Q2	E1	Q3	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F							
HR(A)											Homeroom <a href="#">Email [REDACTED]</a> - Rm: 239			[ I ]	[ I ]	18	1
1(A)											Health IV <a href="#">Email [REDACTED]</a> - Rm: 239			[ I ]	C 76	16	1
2(A)											English IV <a href="#">Email [REDACTED]</a> - Rm: 231	C- 73	F 55	F 55	F 0	14	0
3(A)											Pre-Calculus <a href="#">Email [REDACTED]</a> - Rm: 329	C+ 79	C 74	[ I ]	F 55	19	2
4(A)											Physics With Lab <a href="#">Email [REDACTED]</a> - Rm: 345	[ I ]	A- 93	A- 92	F 21	14	0

The other Navigation links on the left side of the page include:

- Grade History - A full history of grades earned by the student in their educational career.
- Attendance History - A full history of the student attendance record.
- Email notification - Here you can select what kind of automated notifications and summaries you would like to receive by email.
- Teacher Comments - Comments that your child’s teachers have entered for their quarterly report cards.
- School Bulletin - This is a place for your child’s school to place important announcements.
- Class Registration - If your child’s school allows them to request courses for the following school year, you can do that from here.
- My Schedule - The student’s current class schedule.
- School Information - Some basic information about the school.
- Account Preferences - Here you can update your email address, password and add additional children to your account.