



2019-2020

To the Parent/Guardian:

The software that was used to check student grades (Engrade) has been replaced with a new product called ProgressBook. ProgressBook will provide you with information about your child's progress. You will access this new system from a web browser (Internet Explorer, Chrome, etc).

Just follow these steps to get started:

- Go to [https://progressbook.sparcc.org/parentaccess/Home/District/pb\\_rosd](https://progressbook.sparcc.org/parentaccess/Home/District/pb_rosd)
- Click on Sign Up
- Choose New Parent Account
- Fill in the required information

This allows YOU to create your own username and password. Creating an account requires a registration key. Below is your registration key. Please utilize this when you are creating your account.

A few important tips:

\*If you have MORE THAN ONE CHILD attending Rootstown Local Schools, you will be able to see all of your children in ONE account (DO NOT CREATE MULTIPLE ACCOUNTS).

**\*PARENT ALERTS:** There is an option for you to create "Parent Alerts." To subscribe:

- Log into ProgressBook.
- Click Alerts on the left menu under the heading Family Information (This opens the Alerts screen.)
- Add the email address(es) where you want the Alerts sent.
- Under Alert Settings, beside each child's name, select the Alerts you want to receive for that child.
- Click Update.

Please Note: Alert emails will be sent at approximately 4:00.p.m. daily to the email address you specified.

If you have any further questions, please complete the Help Form on our website.

Lastly, another NEW exciting change this year is we are going digital for student interims and report cards. Living in a digital world, we understand people want immediate access. Once the date is communicated, you will be able to sign in and access your child's interim and/or report card instantaneously. **If you DO NOT have access to the internet** and would still like a hard copy of your child's interim or report card, please check below and return this form to the main office.

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\_\_\_\_\_ I DO NOT have access to the internet and would like a hard copy of both the interim and report card to be sent home.

**PLEASE PRINT**

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Thanks,

*Terri Hrina-Treharn*

Terri Hrina-Treharn,  
Assistant Superintendent