

September 14, 2011

Dear Parents,

Today all parents of students in sixth – eighth grade will receive an email from Genesis. Genesis is the program used by our teachers for record keeping and posting grades. The school also uses the system for gathering student data information. The email will contain a user name and password which will provide you access to your child's grades via the Parent Portal. If you currently have a student who attends one of the local Catholic high schools, you may not receive an email. You will be able to use your current user name and password to now view your St. Dominic student's grades.

Please remember that ultimately our students are responsible for their work and the grades they earn. While being able to see grades daily is a technological advantage, it could also be the cause of some anxiety. Grades fluctuate sometimes dramatically, so please don't be alarmed at each change of grade. Rather, look for patterns. If you see a consistent pattern and would like to address it with a faculty member, please feel free to call or email the teacher directly. Teachers have been asked to post their grades in a timely fashion. Generally, parents can expect to see their child's grades posted within three (school) days. Additional days will be needed to grade essays, research papers, projects etc.

Parent Portal is new for elementary schools in the Diocese of Trenton, so we expect there to be a learning curve. I ask for your patience as we all learn this new system together. If you experience technical difficulties with logging into the program or not being able to see your child's grades, please email parentportalsupport@stdomschool.org stating the exact issue. We will attempt to resolve the issue or forward the problem to computer services at the diocesan office.

Thank you for your assistance in moving forward with this technology advancement and improving communication with our parent community.

Sincerely,

Carol L. Bathmann
Principal