

Report Card Distribution Plan

Q3 report cards will be made available via the PowerSchool parent portal on Monday, April 27. Most parents should be able to access them there. SIM will provide instructions.

If a parent cannot access the report card via the portal, he or she may call Student Information Management (SIM) at 901.416.9991 to request the report card be sent via email. The parent must be prepared to provide information to confirm their identity including the last 4 of the SSN of the student. Parents may make use of this option from 8 AM to 4 PM, Monday, April 27 through Friday, May 1.

If the parent portal or email is not an option, then a parent may pick up a hard copy of the report card from 10 AM to 2 PM, Monday, April 27 through Friday, May 1 at the Coe Building. Staff will be available to receive the request outside and then take the request to SIM who will provide a printout to be taken by that staff to the parent.

The team will need masks and gloves.