



FRANKLIN REGIONAL ELEMENTARY SCHOOLS

M E M O R A N D U M

To: **All Parent(s)/Guardian(s)**
From: Elementary Principals
Date: January 15, 2019
Re: **Quarter 2 Electronic Report Cards**

Dear Elementary Parent(s)/Guardian(s):

The Franklin Regional School District is reminding families that elementary report cards for Heritage, Newlonsburg, and Sloan are continuing to be delivered electronically. The District has transitioned to a paperless process for all report cards. Franklin Regional Middle and Senior High school families will continue to receive electronic report cards as in the past.

Electronic distribution will occur using the eSchoolPLUS™ Home Access Center (HAC). This can be found on the District's main website (www.franklinregional.k12.pa.us) and on individual building pages under "Quick Links" located on the left side of the page. If a parent/guardian is unable to access the report card electronically, a printed copy may be picked up at the school office or mailed to individual families after the report cards are made available online. This request should be directed to the school secretary in advance.

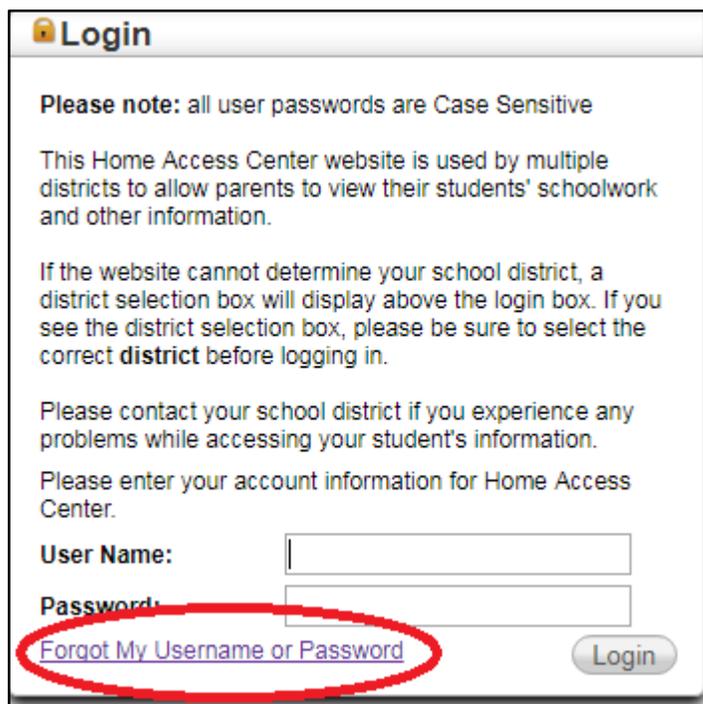
In order to access your child's report card, parents/guardians must have an eSchoolPLUS™ username and passcode. To register for a username and passcode, visit the Franklin Regional School District's web page at http://franklinregional.ss4.sharpschool.com/departments/technology_services. Refer to the link marked "eSchool". When requesting an account or a password reset, please provide the information:

- Email Subject: SUPPORT
- Please indicate if you are requesting a parent or student account.
- Parent: First and Last Name
- Student: First and Last Name
- School
- Home Address

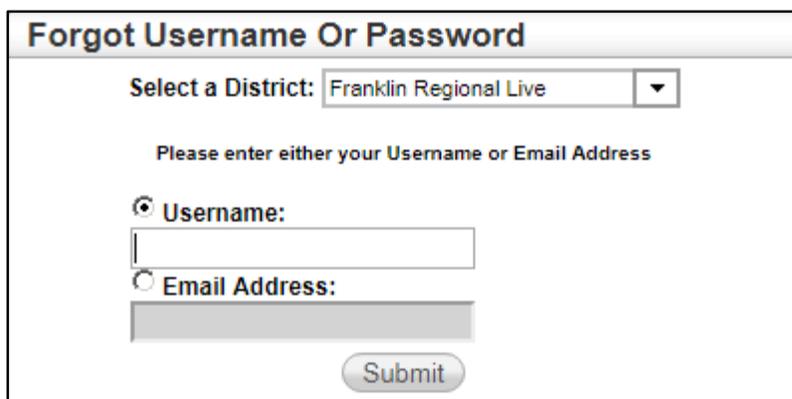
Once you receive your username and temporary password, you will log into the Home Access Center. When you initially log in to the HAC, you will be prompted to create answers to a few security questions and a new password. Please pay attention to your security question answers as these answers will be used in the event that you forget your password.

Password Reset:

If you forgot your username/password to the Home Access Center, click on the ([Forgot My Username or Password](#)) link at the bottom of the log on window.



Enter your username or your email address and click submit. The information will be sent to your email address listed in the eSchool program.



In the event this process does not work or you do not receive the email, email eschoolsupport@franklinregional.k12.pa.us and provide the requested information listed above. If you do not receive a response within 48 hours, please email the account request directly to bschrece@franklinregional.k12.pa.us.

The District expects all first quarter report cards to be available for viewing **starting at 4:00 P.M. on Wednesday, January 30, 2019**. Please note that the District's Technology Department restricts access to the eSchool report card parent portal while teachers are processing and entering grades (January 17 until January 30 at 4:00 p.m.). The District will notify all families via Blackboard Connect phone calls, emails and text messages when the report card portal is once again available for access. If you have questions regarding this new process, please contact your child's school office.

