

South Plainfield Public Schools

Office of Special Services

Colleen M. Dalrymple
Director of Special Services
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November 28, 2016

Dear Elementary Parents,

Please be advised that at the conclusion of the first trimester for elementary students, December 7th, 2016, you will be able to access your child's IEP Progress Report via the Parent Portal in the Genesis Information System.

To access your child's progress report, enter the Genesis Parent Portal and click on 'Summary'. Once on the summary page, click on 'IEP Direct Document Parent Portal Text'. Click on 'Progress Report'. A copy of your child's progress report will appear for you to view.

If you currently do not have access to the Parent Portal in Genesis, simply go to the District's website (spboe.org) and click on the 'A+ Parent Portal' in the upper right hand corner. Follow the instruction to access, log in, or update your information.

Should you have any questions or concerns, please contact your child's case manager.

Sincerely,



Colleen M. Dalrymple
Director of Special Services