Hardeman R-10 School District
21051 Highway D Marshall, MO 65340
(660) 837-3400 www.hardemanschool.com

Superintendent, Kristy Forrester at kforrester@hardeman.k12.mo.us
Principal, Hadley Sims at hsims@hardeman.k12.mo.us
Sec/Bkpr, Rayetta Leimkuehler at rleimkuehler@hardeman.k12.mo.us

Instructions to Open the Parent Portal in Teacher Ease/Common Goal (TE/CG)

Be prepared to also have your email account open to receive and open any messages from TE/CG
-Open the TE/CG program at www.teacherease.com

-Click on the teal "Log in" tab and insert your email address

-First time users, click on "Forgot Password?" or otherwise, insert your login in email address and password then skip to @@ below

-On Reset Your Password page, click :Reset Password Link:" after checking that you email address is correct as shown, then close the TX/CG tab

-From your email files, open the email from TE/CG and click on the "http……" link

-Follow the screens to reset your password and the program will tell you "Your Password has been Reset"

-Continue logging into the TE/CG program

@@now you are in the TE/CG program and can click one of the quick links to open: Assignments, Grades, Attendance, etc. (Note: Report Cards may only be viewed once all student grades are entered and the quarter has been closed)

If you get an error, most likely your email address is not "attached" to your child or children. Send a HELP email to me at rleimkuehler@hardeman.k12.mo.us and I will quickly add your email address or check that your relationship or custodial status. Then I will reply by email so you can try again

Give me a call at the school number above or by email if you have any issues.

Mrs. Leimkuehler
Sec/Bkpr