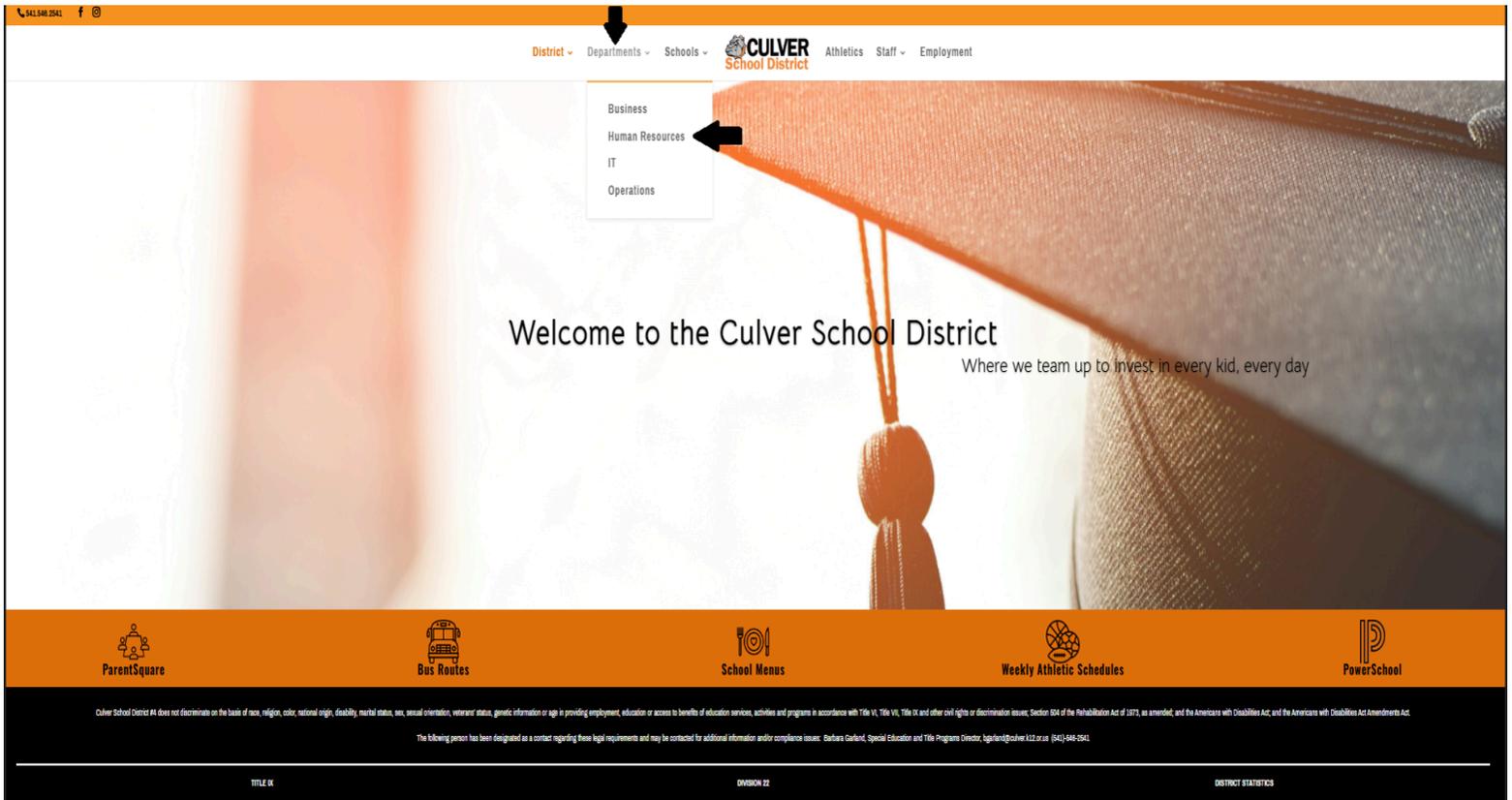


For Employees: How To Get to TalentEd Records from Our Culver District Website

1. Go to our Culver School District Website: <https://www.culver.k12.or.us/>



2. Under the “Departments Tab” select “Human Resources”



3. This will take you to our HR Page, you will scroll to the bottom of the page and see **“Sign on to TALENTED RECORDS AND PERFORM”**

EMPLOYMENT RESOURCES

- Current Job Openings
- Sign up for Job Alerts
- Internal Applicant? Click here for instructions
- Request Staff Email
- Vector- Required Trainings for All Staff
- Sign on to TALENTED RECORDS AND PERFORM
- Classified Union Contract
- Certified Union Contract
- Employee Benefit Information... Coming Soon
- Staff Handbook
- BCHEX Background Screening: Newly Hired Employees

ParentSquare Bus Routes School Menus Weekly Athletic Schedules PowerSchool

Culver School District #4 does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sex, sexual orientation, veteran's status, genetic information or age in providing employment, education or access to benefits of education services, activities and programs in accordance with Title VI, Title VII, Title IX and other civil rights or discrimination laws; Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act, and the Americans with Disabilities Act Amendments Act.

4. It will then take you to the Powerschool Website. You will need to click either **“Employee Records”** (Records) or **“Perform”** to get to the right one.

CULVER SD 4

Sign in

Username

Password

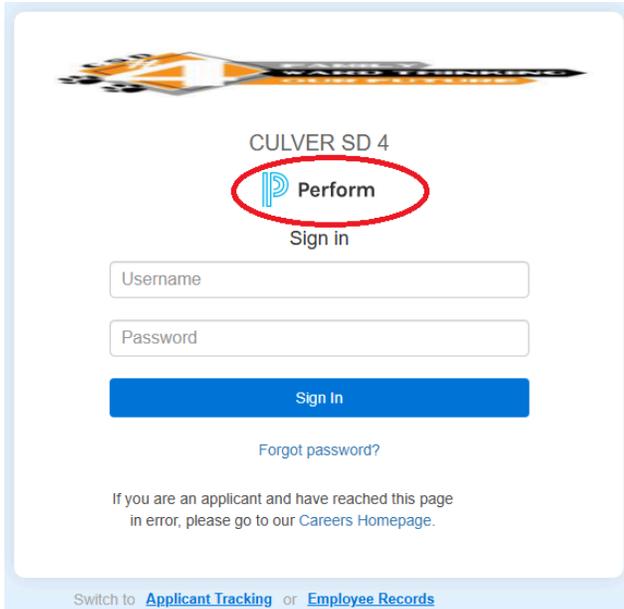
Sign In

Forgot password?

If you are an applicant and have reached this page in error, please go to our Careers Homepage.

Switch to [Applicant Tracking](#), [Perform](#) or [Employee Records](#)

5. The same portal will show up again, but a little different. To Know if you are on “Records” or “Perform”, it will display “**Employee Records**” (Records) or “**Perform**” within the sign in portal. See in the red circles below:



CULVER SD 4

Perform

Sign in

Username

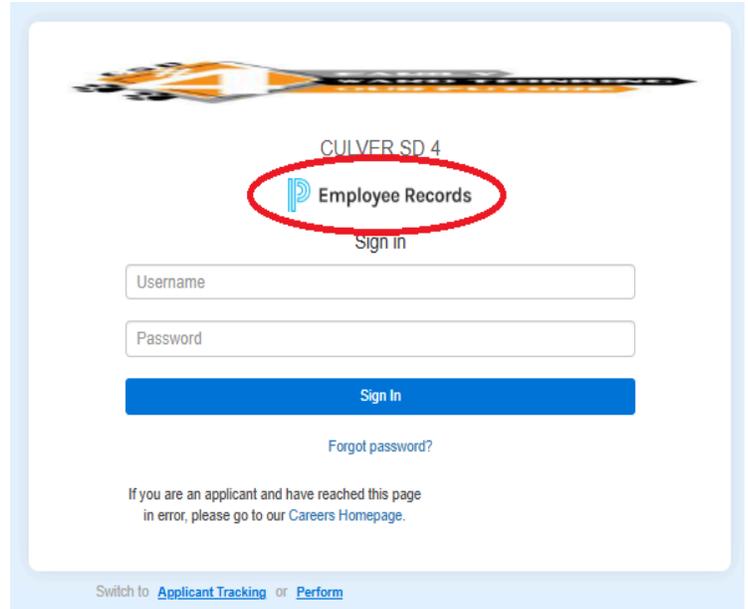
Password

Sign In

Forgot password?

If you are an applicant and have reached this page in error, please go to our Careers Homepage.

Switch to [Applicant Tracking](#) or [Employee Records](#)



CULVER SD 4

Employee Records

Sign in

Username

Password

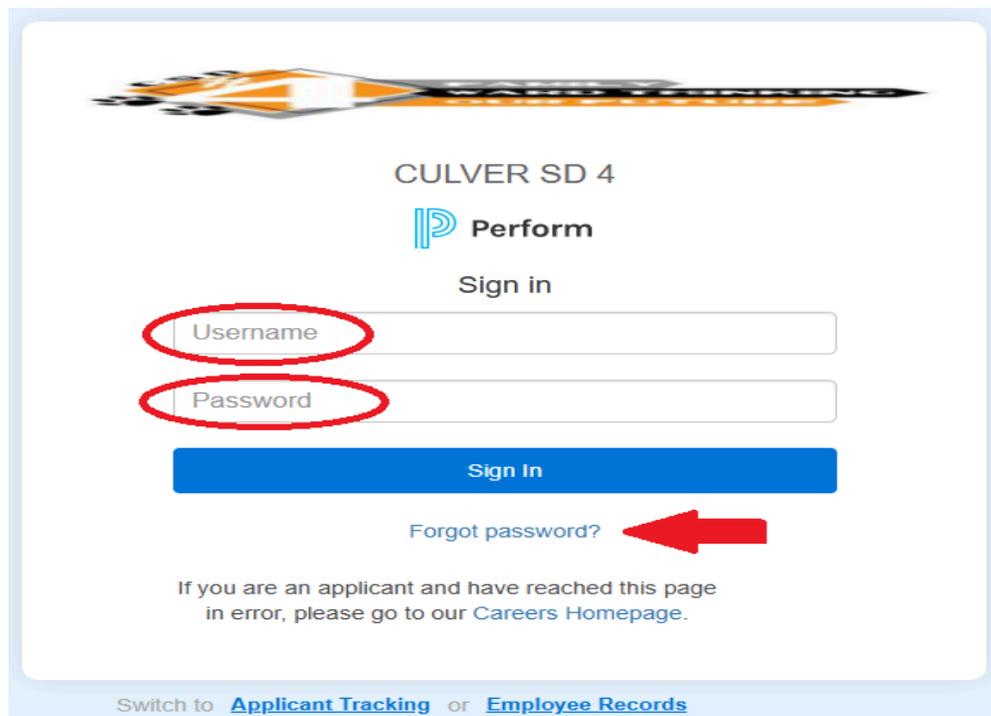
Sign In

Forgot password?

If you are an applicant and have reached this page in error, please go to our Careers Homepage.

Switch to [Applicant Tracking](#) or [Perform](#)

6. Login! **Your username is either your culver email address OR personal email address.** The password is the password you chose. **Note:** If you forgot your password, you can select “forgot password” and reset it that way. **Note:** If you have trouble logging in, or you don't know which email to use, or trouble resetting your password, Please contact **Tessa Sweet** at tsweet@culver.k12.or.us OR 541-546-7503.



CULVER SD 4

Perform

Sign in

Username

Password

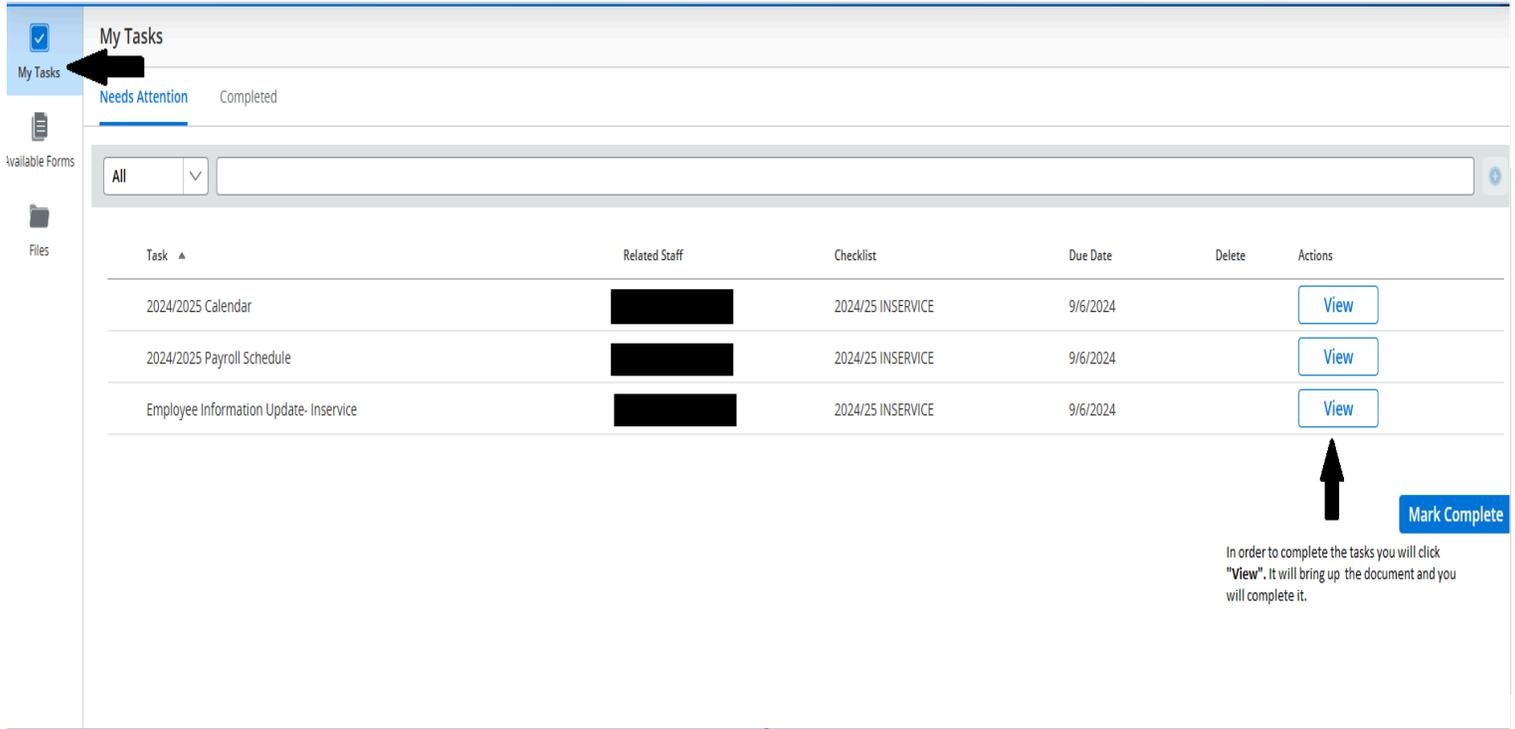
Sign In

Forgot password? ←

If you are an applicant and have reached this page in error, please go to our Careers Homepage.

Switch to [Applicant Tracking](#) or [Employee Records](#)

7. **Review or complete your “Tasks”!** Anything you need to complete or review for will be in your **“Task”** tab. (I have put an arrow showing you where the task tab is) To review or complete the task, you click the **“View”** button for each task.



The screenshot shows a user interface for 'My Tasks'. On the left, there is a sidebar with 'My Tasks' (checked), 'Available Forms', and 'Files'. The main area has a header for 'My Tasks' with sub-tabs for 'Needs Attention' (active) and 'Completed'. Below this is a search bar with 'All' selected. A table lists tasks with columns for Task, Related Staff, Checklist, Due Date, Delete, and Actions. The 'View' button in the Actions column for the first task is highlighted with an arrow. A 'Mark Complete' button is also visible.

Task ▲	Related Staff	Checklist	Due Date	Delete	Actions
2024/2025 Calendar	[REDACTED]	2024/25 INSERVICE	9/6/2024		View
2024/2025 Payroll Schedule	[REDACTED]	2024/25 INSERVICE	9/6/2024		View
Employee Information Update- Inservice	[REDACTED]	2024/25 INSERVICE	9/6/2024		View

[Mark Complete](#)

In order to complete the tasks you will click "View". It will bring up the document and you will complete it.