

Tyler SISK12 Parent Portal

Enhance your connection to your child's education.

Introduction

Your username and password will be sent to the email address that you provided at registration. Be sure to keep this information private. To begin using the Parent Portal, simply follow these steps:

1. Using Internet Explorer or Mozilla Firefox (not Safari), go to the Parent Portal web page <http://sisk12.district65.net/vs/parent>.
2. Enter your **User Name** and **Password**; then click the **Login** button.

tyler TECHNOLOGIES Tyler Student Information System Ver. 3.18

Evanston C.C. School District 65

Parents

User Name:

Password:

Login

[Forgot your password?](#)

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If you have problems or questions about accessing District 65's Parent Portal site, please send an email to: parents@district65.net.

NOTE:

- If your contact information changes (address, phone number, email), you can enter the correct information (see Family Data, page 5). The changes will be reviewed, and approved changes will be updated.
- If you forget your password, click **Forgot your password?** to request that your password be sent to your email address.
- Questions about an individual teacher's information should be directed to the teacher.
- Questions about local school policies regarding the use of the system should be directed to the school principal.

Once inside the portal, you can access several different areas of information for each child you have enrolled in the district. Each area is explained below.

If you have more than one child enrolled in District 65, select the child's information you want to view by clicking the **Change Student** link at the top of the page.

The screenshot shows the parent portal for Evanston C.C. School District 65. The user is logged in as 'Account Management • Logout'. The main navigation bar includes 'Home', 'Attendance', 'Grades', and 'Other'. Below this, there are sub-navigation tabs: 'Classes', 'Calendar', 'Announcements', 'Homework', 'Gradebook Summary', and 'Family Data'. The student's name, 'Brady, Gregory Michael', is displayed, along with 'Lincolnwood Elementary School, Grade 03, 0910 School Year'. There are links for 'Change Student' and 'Change Year'. Below the student information, there are dropdown menus for 'View: Full Year' and 'Class Schedule', and an 'Update Display' button. The main content is a table of classes with columns for School, Period, Term, Subject, Title, Teacher (Email), Room, Homework, and Gradebook. A 'Change Year' link is also present on the right side of the page, with an arrow pointing to it from the text below.

School	Period	Term	Subject	Title	Teacher (Email)	Room	Homework	Gradebook
2010	1	Sem1	E3050-01	3RD HOMEROOM	LATIMER J	302	Homework	Gradebook
2010	2	Sem1	E3100-01	3RD LANGUAGE ARTS	LATIMER J		Homework	Gradebook
2010	3	Sem1	E3200-01	3RD MATHEMATICS	LATIMER J		Homework	Gradebook
2010	4	Sem1	E3400-01	3RD SCIENCE	LATIMER J		Homework	Gradebook
2010	5	Sem1	E3500-01	3RD SOCIAL STUDIES	LATIMER J		Homework	Gradebook
2010	6	Sem1	E3610-01	3RD ART	VICK M		Homework	Gradebook
2010	6	Sem1	E3635-01	3RD LIBRARY	TROY J		Homework	Gradebook
2010	6	Sem1	E3640-01	3RD MUSIC	TANIS J		Homework	Gradebook
2010	6	Sem1	E3700-01	3RD PHYSICAL EDUCATION	NORMAN M		Homework	Gradebook

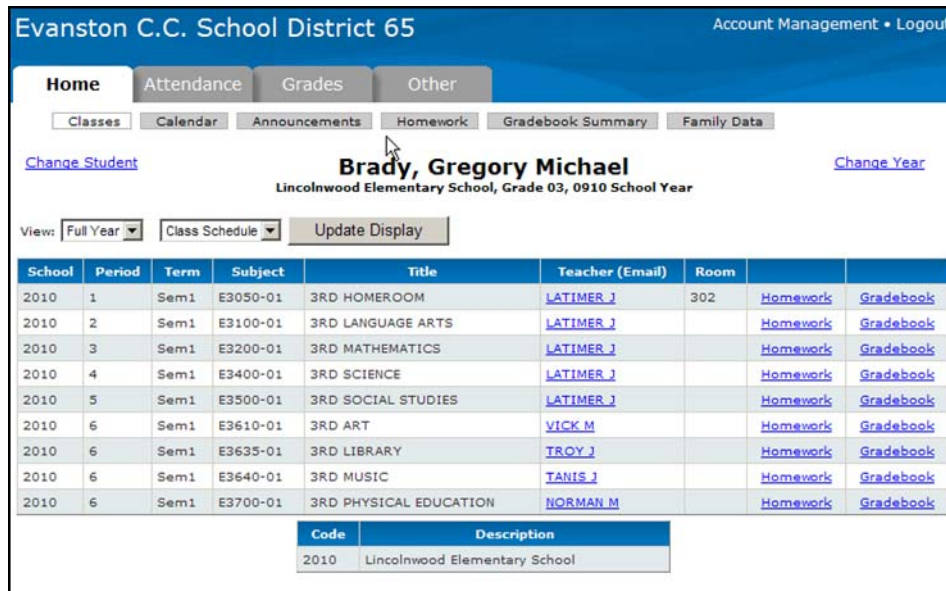
Code	Description
2010	Lincolnwood Elementary School

Since this is District 65's first year using this new system, you can only view the current year. Beginning with the 2010-11 school year, you will be able to view information from a previous school year by clicking the **Change Year** link.

On any of the pages, if a teacher's name is underlined, it means an email address is available for that teacher. Clicking the name will allow you send an email to the teacher as long as you have email capability on the computer you are using.

Classes

The drop-downs on the classes page can be used to select a specific semester, term, or the full year, as well as to change between the student’s class schedule and class change history.

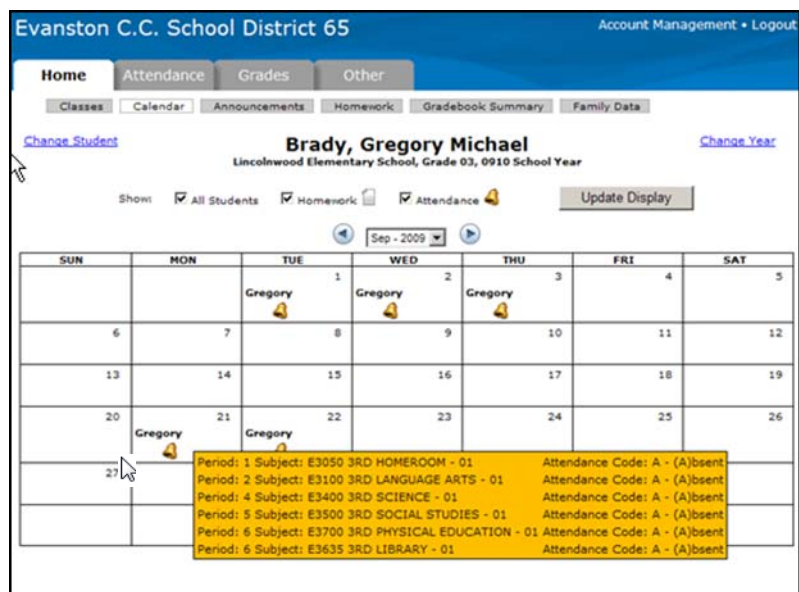


From the class schedule, you can access the Homework and Gradebook (if available) for each class by clicking the appropriate link. Many teachers will have web pages for their classrooms, and homework may be posted there. If so, there may be no homework posted on the SISK12 Parent Portal since each teacher decides on their preferred location for posting homework.

Only middle school teachers use the gradebook. The gradebook screen shows all entries from the gradebook, including all assignments entered by the teacher. Use the drop-down lists to change the order of the grades or to select a specific grading term. Click the **Update Display** button to re-display the page, based on your selections.

Calendar

The calendar allows for the viewing of absences and tardies, as well as homework assignments if provided, through the portal. Check the **All Students** box to view the data for all of your students, or leave it unchecked and switch among students by using the **Change Students** link in the upper left corner. Holding the mouse over the icons on the calendar will display details for that item. The default selections for what to display on the calendar can be set on the **Account Management** page.



Announcements

Current announcements from the district or your child’s school are displayed on this page. Use the calendar to change the date and view previous announcements.

The screenshot shows the parent portal interface for Evanston C.C. School District 65. The user is logged in as Brady, Gregory Michael, a 3rd grader at Lincolnwood Elementary School. The 'Announcements' tab is selected, showing a date of 10/26/09. The page displays a welcome message and a note with instructions for updating contact information and asking questions.

District Announcements :
 Welcome to the Tyler SISK12 Parent Portal
 Through the use of the portal, we hope to enhance your connection between your children and their education.
 A document that explains how to navigate the portal was emailed to you and is available on the district website, www.district65.net, under Info for Parents.

NOTE:

- If your contact information changes (address, phone number, email), please enter the correct information (see Family Data). The changes will then be reviewed and your family's information updated.
- Questions about an individual teacher's information should be directed to the specific teacher.
- If you have questions about local school policies regarding the use of the system, please contact the school principal.

Homework

Homework, if available for the selected class, displays on this page for a set period of time as determined by the teacher. In many cases, teachers may have a web page for their classrooms and homework may be posted there; there may be no homework posted on SISK12. Each teacher decides their preferred location for posting homework.

The screenshot shows the parent portal interface for Evanston C.C. School District 65, now displaying the 'Homework' section. The user is still logged in as Brady, Gregory Michael. The 'Homework' tab is selected. The page shows a date range from 10/26/09 to 11/25/09 and an 'Update Display' button. A table lists homework assignments, and a legend identifies the school code.

From: 10/26/09 To: 11/25/09 Update Display

School	Date	Class	Homework	Teacher
2010	10/26/09	3RD HOMEROOM	Read for 20 minutes. Please get your field trip permission slip signed. It is due Thursday, October 29.	Latimer J

Code	Description
2010	Lincolnwood Elementary School

Gradebook Summary

Only middle school teachers use the gradebook. This page shows a calculated grade in each class, based on all of the assignments, tests, etc. that have occurred to date. The percentages and grades on this page will change each time new scores are entered into the gradebook.

Evanston C.C. School District 65
Account Management • Logout

Home
Attendance
Grades
Other

Classes
Calendar
Announcements
Homework
Gradebook Summary
Family Data

[Change Student](#) [Change Year](#)

Brady, Jan Marie

Chute Middle School, Grade 07, 0910 School Year

Show Term
 Show Progress
 Update Display

School	Per	Term	Subject	Title	Teacher	Prog-1	Term-1	Prog-2	Term-2	Prog-3	Term-3	Sem-1	
1002	1	Y	MM800-04	SPANISH 1	Succes L	85% B	74% C					74% C	Detail
1002	2	Y	M7100-02	7TH LANGUAGE ARTS	Roche M	77% C	80% B					80% B	Detail
1002	3	Y	M7300-02	7TH READING/LITERATURE	Roche M	74% C	76% C					76% C	Detail
1002	4	T1	M7670-01	7TH MEDIA ARTS	Kushner S	98% A	98% A					98% A	Detail

Family Data

This screen shows the contact information that the district has for your family. If you notice anything that needs correcting, click the **Edit** button. Corrections and edits will be reviewed and updated on a regular basis.

Evanston C.C. School District 65
Account Management • Logout

Home
Attendance
Grades
Other

Classes
Calendar
Announcements
Homework
Gradebook Summary
Family Data

[Change Student](#) [Change Year](#)

Brady, Marsha Mae

Lincolnwood Elementary School, Grade K, 0910 School Year

Edit

Birthdate: Gender: Race:

Home Telephone-1: Home Telephone-2:

911 Address:

Mailing Address Override:

Primary Parent:

Work:

Primary Parent's Spouse:

Work:

Emergency Contacts:

Name	Cell Phone	Home Phone	Work Phone
Nelson, Alice (Contact)	(630)555-5542	(630)555-5541	
Franklin, Sam (Contact)	(773)555-5501	(773)555-5502	

Other members:

Name	Age (YY-MM)	Primary Enrolled Site
Student:Brady, Gregory Michael	9-0	Lincolnwood Elementary School

The screen that appears lists the current value of each field and allows you to enter the changes that need to be made. Once you have entered all of the changes, click the **Submit Changes...** button to send the changes to the district for approval. If you aren't quite ready to send the changes to the district, but want to save what you have entered so you can come back later and finish, click the **Save Changes...** button.

Evanston C.C. School District 65 Account Management • Logout

Home Attendance Grades Other

Edit Family Data

[Change Student](#) **Brady, Marsha Mae** [Change Year](#)
Lincolnwood Elementary School, Grade K, 0910 School Year

Save Changes for More Editing Later Submit Changes for School to Update Their Records Cancel

Student Information

Field	Current	Change To	Status
Last Name	Brady	<input type="text"/>	
First Name	Marsha	<input type="text"/>	
Middle Name	Mae	<input type="text"/>	
Birth Date	12/02/03	<input type="text"/>	
Gender	Female	Female	
Race	Multi-racial/Ethnic	Amer Indian/Alaskan	

Field	Current	Change To	Status
Last Name	Brady	<input type="text"/>	
First Name	Gregory	<input type="text"/>	
Middle Name	Michael	<input type="text"/>	
Birth Date	10/28/00	<input type="text"/>	
Gender	Male	Female	
Race	White	Amer Indian/Alaskan	

Family Data

Field	Current	Change To	Status
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Attendance Tab

Attendance

This area displays all dates with attendance markings in the selected school year, as well as the student's attendance percentage.

Special Additional Attendance

Attendance is also tracked and reported for activities that occur outside of the normal school day, e.g., attendance for participation in the School Age Childcare Program.

Evanston C.C. School District 65 Account Management • Logout

Home Attendance Grades Other

Regular Attendance (Absences) Special Additional Attendance Attendance Steps

[Change Student](#) **Brady, Marsha Mae** [Change Year](#)
Lincolnwood Elementary School, Grade K, 0910 School Year

Days: 37.50 OF 38 (98.68%)
Hours: 220.70 OF 221.67 (99.56%)

School	Date	P1	P2	P3	P4	P5	P6	P7	Days	Hours	Comment
2010	10/09/09	S	L						0.5	0.967	Check-In at 10:30 am
2010	08/31/09										Enrolled
2010	08/31/09	P									

Code	Description
P	(P)resent
S	(S)ick/Medical Appointment
L	(L)ate to School
2010	Lincolnwood Elementary School

Grades Tab

Regular Grades

The student's end-of-term grades are displayed on this page. These grades do not appear until the final grade has been assigned for the specified marking period.

Other Tab

Medical

Use the drop-down list to select the type of entries to view.

Evanston C.C. School District 65 Account Management • Logout

Home Attendance Grades **Other**

Medical Fines & Fees Assessments

[Change Student](#) **Brady, Gregory Michael** [Change Year](#)
Lincolnwood Elementary School, Grade 03, 0910 School Year

Medical Area:

School	Vaccine	Exm	Date	Date	Date	Date	Date	Date
VSCO	DT/ - Diphtheria/Tetanus							
VSCO	DTP - Diphtheria/Tetanus/Pertussis		07/03/01	09/11/01	11/12/01	10/29/02	04/22/06	
VSCO	HIB - Haemophilus Influenzae Type B		10/29/02					
VSCO	HPB - Hepatitis-B		11/12/01	03/01/02	05/07/02			
VSCO	IPV - Inactivated Polio (alt. to OPV)		07/30/01	09/11/01	10/29/02	04/22/06		
VSCO	LEA - Lead		05/07/02					
VSCO	MSL - Measles Only (Rubeola)		05/07/02	04/22/06				
VSCO	MUM - Mumps only		05/07/02	04/22/06				

Fines & Fees

Fines or fees owed by the student will be displayed on this page.

Evanston C.C. School District 65 Account Management • Logout

Home Attendance Grades **Other**

Medical **Fines & Fees** Assessments

[Change Student](#) **Brady, Gregory Michael** [Change Year](#)
Lincolnwood Elementary School, Grade 03, 0910 School Year

Total Balance:00.00

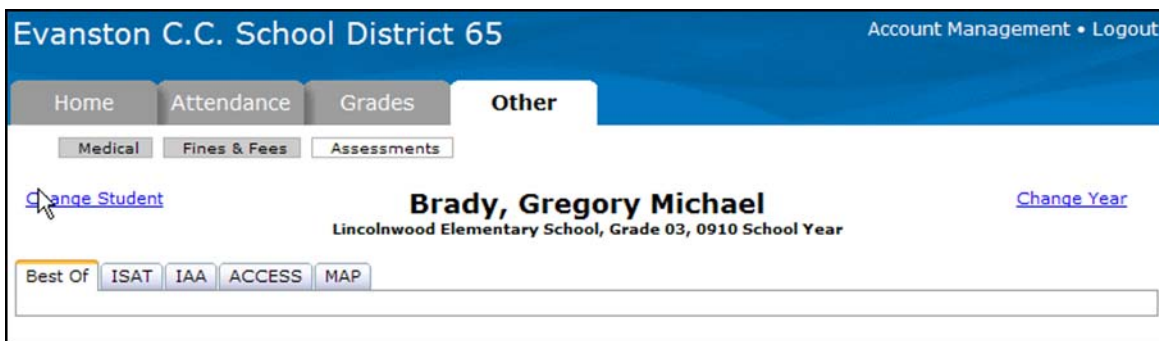
Account	Description	Balance
GSCA	General Student & Classroom Activity Fee	0.00

School	Year	Course	Date	Type	\$Amount	Check#	Memo	Comment
2010	0910		08/31/09	Fee	-87.00		General Student Fee	
2010	0910		08/31/09	Fee	-25.00		Classroom Activity Fee	
2010	0910		08/31/09	Payment	112.00	1235		

Code	Description
2010	Lincolnwood Elementary School

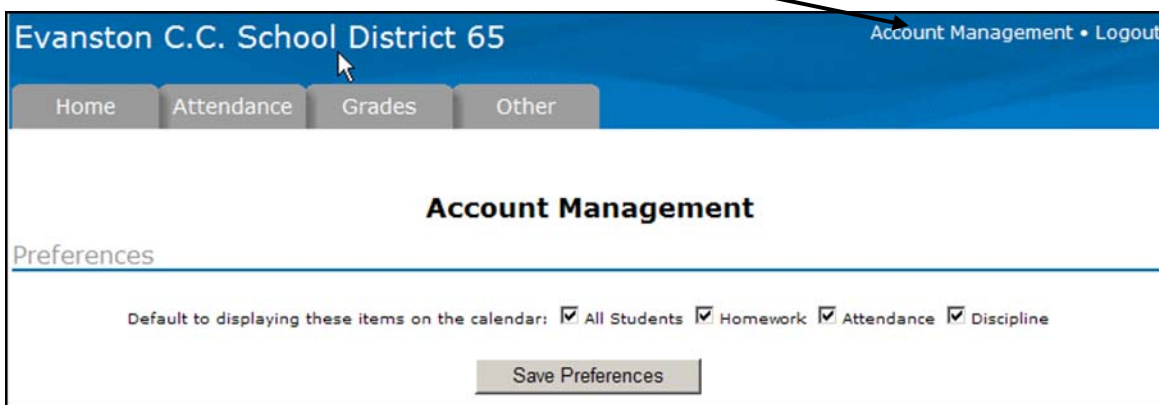
Assessments

View the scores for each standardized test the student has taken. If the student has not taken a particular test, the page will be blank.



Account Management

Click **Account Management** to view the **Preferences** section that allows you to set the default items you wish to show on the **Calendar** page. Checking **All Students** will make the calendar show all of your students, regardless of which student is currently selected for viewing.



If you want to change your password, you can do so in the **Change Password** section.

The 'Change Password' form includes a header with the title 'Change Password' and a sub-header. Below the sub-header is a paragraph of instructions: 'Your new password should be something you will remember but someone else would find hard to guess. You can use any combination of upper and lower case letters, numbers, and punctuation.' There are three input fields labeled 'Current Password:', 'New Password:', and 'Verify New Password:'. A 'Submit Change' button is at the bottom.

The **Login History** page shows a record of each time this username has been used to access the portal as well as the IP address being used at that time.

Date	IPAddress	Login Status
Tue 07/21/09 09:53 AM	172.16.2.120	Success
Tue 07/21/09 08:56 AM	172.16.2.120	Success
Mon 07/20/09 03:44 PM	172.16.2.120	Success