

# Parent Portal: Information & Registration Guide



# What is Parent Portal?

- Parent Portal is a web-based communication tool that allows parents to access information about **their students'**
  - Attendance
  - Schedules
  - Progress reports
  - Report cards
  - Gradebook
- **With Parent Portal, you can track your students' progress on an on-going basis.**
- Parent Portal is used by teachers in grades 4-12.

# Step 1: P

- Complete and submit
- This letter packets website

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## *South Country Central School District*

TOWN OF BROOKHAVEN - COUNTY OF SUFFOLK

### ADMINISTRATIVE OFFICES

189 DUNTON AVENUE  
EAST PATCHOGUE, NEW YORK 11772

## SUPERINTENDENT OF SCHOOLS

MR. JOSEPH L. CIPP, JR.  
831-730-1510  
FAX 631-286-6394

## ASSISTANT SUPERINTENDENT FOR CURRICULUM, INSTRUCTION & TECHNOLOGY

MRS. LINDA J. ROZZI  
631-730-1540  
FAX 631-286-4436

July 27, 2011

Dear Parent or Guardian:

As a parent or guardian you play a critical role in your child's educational growth. The South Country Central School District implemented in Frank P. Long, Bellport Middle School and Bellport High School a web based communication tool which allows you to access your child's academic profiles via the Internet. This tool is called Parent Portal, using this tool you will have online access to your child's attendance, reports cards, and gradebook.

In order for you to access Parent Portal, we need to have the email address you will be using to access your child's information. Please fill out the bottom of this letter with your child's name, grade, school, and your email address. This form needs to be returned to your child's school or mail or fax it to: South Country Central School District Attn: Parent Portal, 189 N. Dunton Ave., East Patchogue NY, 11772, our fax number is 631-286-4436.

Thank you,



Mrs. Linda J. Rozzi  
Assistant Superintendent for Curriculum, Instruction & Technology

Student Name \_\_\_\_\_ School \_\_\_\_\_

Grade \_\_\_\_\_ Parent (s) Name \_\_\_\_\_

Parent Email Address \_\_\_\_\_

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# Step 2: Wait for Confirmation

- You will receive an email from [parentportal@southcountry.org](mailto:parentportal@southcountry.org) when your email verification form has been received at Central Office.
- This email will direct you to create an account.

# Step 3: Create Your Account

- Before you begin, locate a copy of your child's schedule, report card, or progress report.
- You will need to enter the following information EXACTLY as it appears on the schedule or report:
  - Parent's Name
  - Mailing Address
  - Primary Phone Number
  - Student's Name
  - Student's Grade for 2011-2012 school year
  - Student's ID number

# (Step 3 Continued)

- Go to [www.southcountry.org](http://www.southcountry.org)
- Click on the link for Parent Portal
- Click on the link to Create a New Account

Member Login

**Welcome to South Country**

Email Address:

Password:

Remember me

Forget password? [Click here](#)

First time here? [Click here](#) to create a new account.

**Set up a new account**

# (Step 3 Continued)

## Request an Account

Accounts will be activated pending the approval of the School Administrator.

### Parent/Guardian Information

Salutation\*  First Name\*  Middle name  Last Name\*

### Mailing Address

Address Line 1\*   
Address Line 2   
City\*   
State\*   
Zip Code\*

### Telephone # XXX XXX XXXX

Primary      
Secondary    Ext.

### Login Authentication

Email Address\*   
Confirm Email\*   
Password\*  (The password should contain 4-15 characters with at least 1 numeric character.)  
Confirm Password\*   
Authentication Question\*   
Your Answer\*

### Students Information

First Name	Middle Name	Last Name	ID Number	Grade	Relationship to this Student	School Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="PS"/>	<input type="text" value="Aunt"/>	<input type="text" value="Bellport MS"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="PS"/>	<input type="text" value="Aunt"/>	<input type="text" value="Bellport MS"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="PS"/>	<input type="text" value="Aunt"/>	<input type="text" value="Bellport MS"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="PS"/>	<input type="text" value="Aunt"/>	<input type="text" value="Bellport MS"/>

Enter student's name exactly as it appears on district records. Ex: If student's name is Robert, do not enter Bobby or Rob. (Same applies for parent's name.)

Student ID number is found on student schedule, progress report, and report card.

# Step 4: Wait for Verification

- Please allow 1-2 business days for the Parent Portal Team to verify that the information that you provided matches the district's records.
- If the information matches, you will receive an email confirmation letting you know that you can log in.
- If the information that you provided does not match the district's records, you will receive an email letting you know why your account was rejected.
- If you do not receive an email after 3 business days, please email [parentportal@southcountry.org](mailto:parentportal@southcountry.org) or call (631) 730-1511.

# Step 5: Log In!



Member Login

Welcome to South Country

Email Address:

Password:

Remember me

Forget password? [Click here](#)

Login

First time here? [Click here](#) to create a new account.

Enter the email address & password that you set up in Step 3.

Note: You will NOT have to repeat Steps 1-4 again.

# A Look Inside the Parent Portal...

HOME MY ACCOUNT LOG OUT Logged in as: Parent Name



Welcome to eSchoolPortal, parent name!



Welcome to South Country Central School District

## Parent Notifications!

Wednesday, August 24, 2011

- Last Login: 8/24/2011 10:47:11 AM
- Enjoy your Summer, See you in Sept.
- 4th Qtr. Report Cards are Uploaded
- Welcome to South Country Parent Portal

## Your Children

Name	ID Number	School	Grade
Brian	000000001	Bellport SHS	9
Christine	000000003	Frank P. Long Is	4
Justin	000000002	Bellport MS	6



» [Home](#) » Profile

[Profile](#) | [Schedule](#) | [Progress Report](#) | [Report Card](#) | [Gradebook](#) | [Attendance](#)

## Justin's Profile



Last Name     Beiber  
First Name     Justin  
School Name   Bellport MS  
ID Number     00000002  
Gender         Male  
Current Grade   6

[HOME](#)[MY ACCOUNT](#)[LOG OUT](#)

Logged in as:



**eSchoolPortal**<sup>TM</sup>  
Powered By eSchoolData

[» Home](#) » [Assignments](#)[Profile](#)[Schedule](#)[Progress Report](#)[Report Card](#)[Gradebook](#)[Attendance](#)

Marking Period 4 (04/11/2011 - 06/24/2011) ▼

Course Name	Class Section	Semester(s)	Day(s)	Period	Staff
P.E. 6	5	1,2	R	9	D Jeter
Social Studies 6	13	1,2	B,R	1	G Washington
ART 6	8	2	R	9	P Picasso
Math 6 Enriched	3	1,2	B,R	4	Pythagorus
ELA 6 Acc.	2	1,2	B,R	2	W Whitman
ELA 6 Acc.	2	1,2	B,R	3	W Whitman
ORCHESTRA 6	1	1,2	B,R	6	L van Beethoven
TECH 6	6	1,2	B	8	S Jobs
Science 6	11	1,2	B,R	7	A Einstein
Math 6 Enr Lab	1	1,2	B	8	I Newton



» [Home](#) » Assignments

Profile Schedule Progress Report Report Card **Gradebook** Attendance

Marking Period 4(04/11/2011 - 06/24/2011)

Course Name	Class Section	Semester(s)	Day(s)	Period	Marking Period Grade	Staff
ELA 6 Acc.	2	1,2	B,R	2	92	W Whitman

Class Part. Drop Lowest: 0 Drop Highest: 0 Weight: 5.00

Name	Assigned Date	Due Date	Max. Points	Multiplier	Bonus	Description	Grade
Class Part.		06/24/2011	100	1	0		100

HW Drop Lowest: 0 Drop Highest: 0 Weight: 10.00

Name	Assigned Date	Due Date	Max. Points	Multiplier	Bonus	Description	Grade
HW Avg 4th Q		06/24/2011	100	1	0		100

Quiz Drop Lowest: 0 Drop Highest: 0 Weight: 20.00

Name	Assigned Date	Due Date	Max. Points	Multiplier	Bonus	Description	Grade
Voc 13 Q		06/24/2011	100	1	0		84

Test/Project Drop Lowest: 1 Drop Highest: 0 Weight: 50.00

Name	Assigned Date	Due Date	Max. Points	Multiplier	Bonus	Description	Grade
3 Par Essay		06/24/2011	100	1	0		80
Diary Project		06/24/2011	100	1	0		90
Pop Up		06/24/2011	100	1	0		100
Writing		06/24/2011	100	1	0		100
Journal		06/24/2011	100	1	0		90



## Attendance

Date/Period	1	2	3	4	5	6	7	8	9	10	11	12	AE	AU	TE	TU	Daily
2010-09-20	AE	AE	AE	AE	NA	AE	AE	AE	AE	AE	NA	NA	9	0	0	0	AE
2010-09-21	AU	AU	AU	AU	NA	P	P	P	T*	AU	NA	NA	0	5	0	1	TU
2010-11-15	P	P	P	P	NA	P	P	P	T*	P	NA	NA	0	0	0	1	P
2010-11-29	P	AE	P	P	NA	P	P	P	P	P	NA	NA	1	0	0	0	P
2010-12-10	A*	A*	A*	A*	NA	A*	A*	A*	A*	A*	NA	NA	0	9	0	0	A*

\* = Unknown, E = Excused, U = Unexcused, A = Absent, T = Tardy, P = Present, NA = No Attendance

# Frequently Asked Questions

- Is the information provided on Parent Portal private?
  - The South Country School District makes every effort to protect your student's privacy by verifying parent information before creating an account.
- What if I forget my password?
  - On the log-in screen, it says "Forgot Password? Click here." A new password will be emailed to you.
- How often is data updated on the Parent Portal?
  - This varies by teacher and class. In some classes grades are based on long-term projects, so you may not see frequent updates on the Portal. If you have questions about a particular class or assignment, please contact the teacher.

- My child says that he handed in an assignment **last week, why don't I see a grade for it in the Portal?**
  - Some assignments take a long time for the teacher to grade, or may be part of a larger project that is not yet complete. If you have questions about a particular assignment, please contact the teacher.
- My child was in school for the whole day, but was marked absent for one period. What should I do?
  - Please wait at least 48 hours before calling the school to report an attendance discrepancy. If the teacher was absent, attendance was taken on paper by the substitute and might not have been entered yet. If the student was excused to go to the nurse, guidance, music lesson, etc. this information might not be updated yet.

# Technical Assistance

- Parent Portal works best using
  - Internet Explorer (PC)
  - Safari (Mac)
- If you are experiencing technical difficulties, please email [parentportal@southcountry.org](mailto:parentportal@southcountry.org) or call (631) 730-1511.