

**HOLLAND PATENT CENTRAL SCHOOL DISTRICT
PARENT PORTAL**

The Parent Portal is a program which is embedded in our SchoolTool software. This software program manages our student data district wide. Parents will have access to their child's daily attendance, report card, discipline and progress reports. Each parent will be able to look online daily to monitor their child's progress, Parents who are interested in applying for access to the Parent Portal will need to complete this form, Once the form is processed parents will be given access to the Portal through our web site.

My name is (please print):

I am a parent or guardian of the following student(s) in the Holland Patent Central Schools:

Student's First & Last Name	Student's Date of Birth

I request that the District provide me with a login/password that will allow me to access information about my student's school performance, which could include classes, teacher names, attendance, grades, discipline, and other information housed in the district's Student Management Database. I understand that this information is stored in a database called SchoolTool, which is maintained by the District with support from the Mohawk Regional Information Center of the Madison-Oneida BOCES. In return for the District providing me with a login/password, I agree to the following Terms of Network Access:

Please initial each item to acknowledge it, and sign at the end.

_____ I will maintain a valid e-mail address that the District may use to send me the pertinent information concerning my Parent Portal Account.

My present e-mail address for this purpose is: _____

_____ I will only attempt to view information about the student(s) listed above. I will not attempt to "hack," manipulate, or otherwise try to evade the security measures to access information regarding any other person.

_____ I will not intentionally transfer to the SchoolTool system any virus, Trojan horse, or other malicious computer code.

_____ If granted the ability (at a future time) to enter data into my child's record, I will only enter accurate information,

_____ I understand that the District's use of the SchoolTool software is supported by technical assistance from the Mohawk Regional Information Center, SchoolTool, and possibly other consultants, and employees of these entities. They are instructed to keep confidential any personally-identifiable information, including educational records, they may see in the performance of their duties. I consent to the disclosure of information about me or the student(s) listed above under these circumstances.

_____I understand that all information stored in the SchoolTool database remains the property of the District, and may be accessed, examined, or modified by the District or its vendors at any time.

_____I understand that the SchoolTool database may record and retain information about when and how I use SchoolTool through the Parent Portal, and that this information is the property of the District and subject to review by the District.

_____I agree that I will not disclose my login password to any other person, not even other people in my family or household. I accept responsibility for all actions that are performed by anyone gaining access to the SchoolTool database using the login password assigned to me.

_____I understand that the District retains the discretion to block my access to SchoolTool whenever it has reasonable suspicion to believe that I have violated one of the foregoing Terms of accessing SchoolTool and other Network resources.

Parent/Guardian/Person in Parental Relation

(Print Full Name)Date:

(Sign Full Name)Date:

RETURN COMPLETED FORM TO YOUR CHILD'S BUILDING PRINCIPAL

For District Use Only:

Received By:

Date:_____

Processed By:

Date:_____
