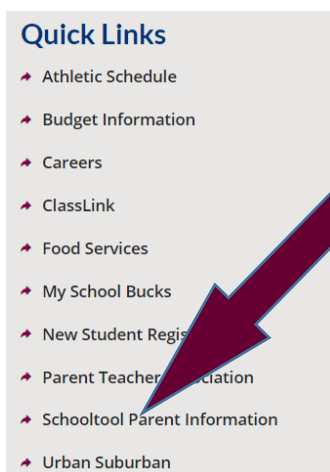# Login Instructions for the Schooltool Parent Portal

The Parent Portal is a component of the school**tool** program and allows a parent or legal guardian to access their child's class schedule, grades, assignments, attendance record, discipline history, and contact information. Please note that elementary students will not have information under the assignments tab.
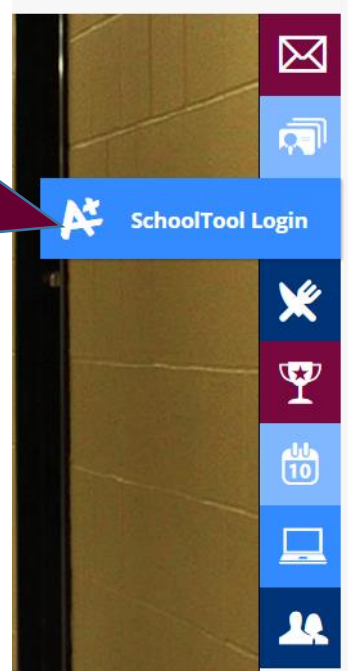
New Users:
You must register to use the Parent Portal by completing the appropriate Parent Portal Registration Form. Due to the nature of the information available through the Parent Portal, for security reasons, you must provide a valid photo ID upon registration. Parent Portal Registration Forms are available in the Main Offices, Registration Office, and through the District Website. Once your registration information has been verified, you will receive an email confirmation of an account and password.

You can access the Parent Portal through the following web address:
https://schooltool.wheatland.k12.ny.us/schooltool.

You can access the Schooltool login page by clicking the Schooltool Quick Link located on the main page of each building website or from the gallery links.

SchoolTool Login

Quick Links
- Athletic Schedule
- Budget Information
- Careers
- ClassLink
- Food Services
- My School Bucks
- New Student Regis
- Parent Teacher ssociation
- Schooltool Parent Information
- Urban Suburban

Your username is the email address on record with the District.

You have three (3) password attempts before you will be locked out. See page four for instructions on unlocking your account.

SCHOOLTOOL

Wheatland-Chili
CENTRAL SCHOOL DISTRICT

LOGIN

USERNAME

PASSWORD

Login

WC

Wheatland-Chili CSD

Once logged in, you will be greeted with your My Home page, which will list all of your enrolled children.

HOME	LOGOUT						
2018-2019							

			Students	Campus	Account	Messages

MY HOME
PREFERENCES

MY HOME

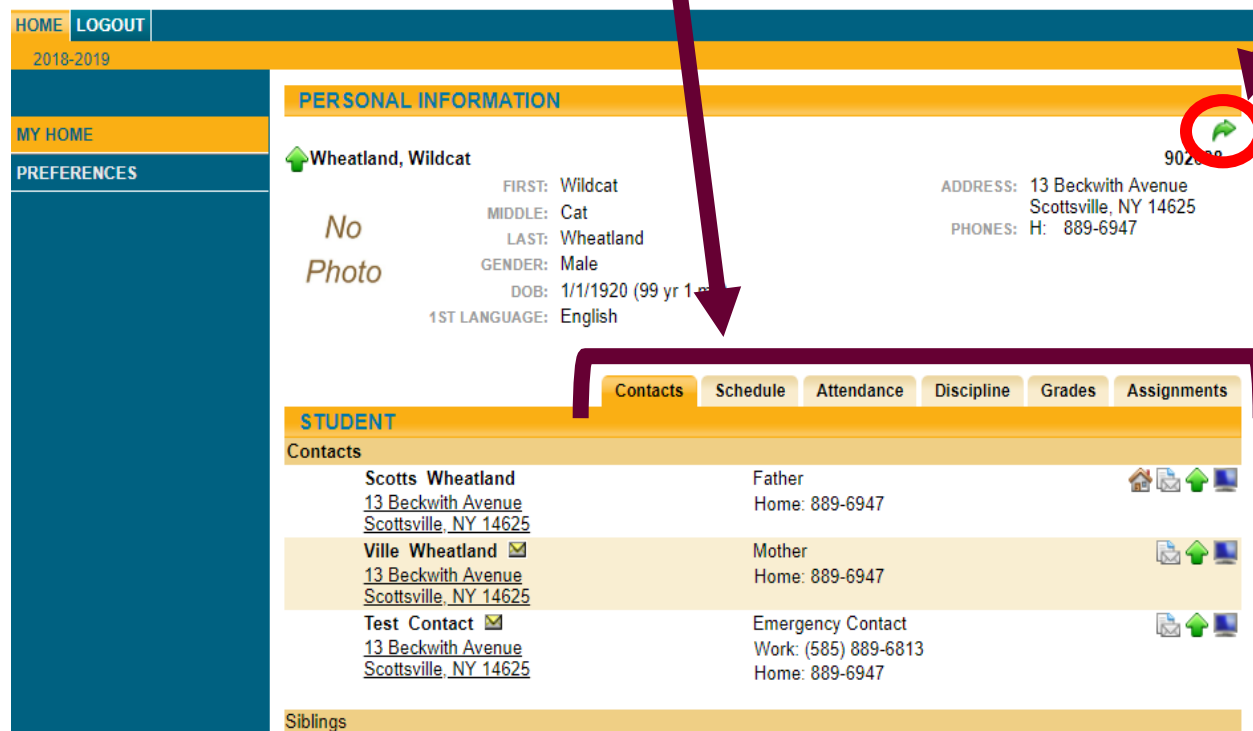▶ _____ ✉
13 Beckwith Avenue

Other Home: _____

Click on the triangle to open that child's school information.

The Messages Tab displays any available messages. The text on the tab will be green if a message has been published on the current date.

Each tab allows you to view your student's information.

You are not able to edit Contact information. Please contact the District Registrar (889-6268) if you have any changes.

The green arrow allows you to navigate back to the **My Home** page to view another child – DO NOT USE THE BACK BUTTON on your internet browser.

HOME	LOGOUT
2018-2019	

MY HOME
PREFERENCES

PERSONAL INFORMATION

902__ ↗

⬆ Wheatland, Wildcat

FIRST:	Wildcat
MIDDLE:	Cat
LAST:	Wheatland
GENDER:	Male
DOB:	1/1/1920 (99 yr 1 __
1ST LANGUAGE:	English

No Photo

ADDRESS: 13 Beckwith Avenue
Scottsville, NY 14625
PHONES: H: 889-6947

Contacts	Schedule	Attendance	Discipline	Grades	Assignments

STUDENT

Contacts

Scotts Wheatland	Father		🏠✉⬆🖥
13 Beckwith Avenue	Home: 889-6947		
Scottsville, NY 14625			
Ville Wheatland ✉	Mother		✉⬆🖥
13 Beckwith Avenue	Home: 889-6947		
Scottsville, NY 14625			
Test Contact ✉	Emergency Contact		✉⬆🖥
13 Beckwith Avenue	Work: (585) 889-6813		
Scottsville, NY 14625	Home: 889-6947		

Siblings

The
Attendance Tab allows you to view your child's attendance record.

Contacts	Schedule	**Attendance**	Discipline	Grades	Assignments

STUDENT

⦿ Daily Attendance ◯ Course Attendance All ▾

SCHOOL YEAR: 2018-2019 ▾

Type	Date
Absent	1/11/2019
Absent	1/10/2019
Early Dismissal	12/19/2018 11:30 AM
In	12/3/2018 1:25 PM
Out	12/3/2018 9:00 AM

The
Discipline Tab allows you to view your child's discipline incidents.

Contacts	Schedule	Attendance	**Discipline**	Grades	Assignments

STUDENT

2018-2019 ▾   Total Points: 0.00

Grade	Date Seen	Incident Date	Offense	Disposition	Points
11	1/7/2019	1/3/2019	Lateness for class without permission	Administrative Detention-L2	0.00
11	12/17/2018	12/11/2018	Assisting another student in any of the above acti(...)	In-School Suspension-L3	0.00
11	12/10/2018	12/4/2018	Lateness for class without permission	Administrative Detention-L2	0.00

The **Grades Tab** allows you to view your child's report card by school year, marking period, and quarter.

Contacts	Schedule	Attendance	Discipline	**Grades**	Assignments

STUDENT

School Year 2018-2019 ▾   View Marking Period Grades ▾   for Quarter 1 ▾

🖨

Course	Teacher	MP	Days	Period	Section	Grade	Comments
AP U.S. History	✉ Mr. Glass	Q1,Q2,Q3,Q4	M,T,W,R,F1,F2	5E	1	92	• Shows excellent effort
Band - PT	✉ Mr. Zimmerman	Q1,Q2,Q3,Q4	T,R,F2	8	1	100	• Is a pleasure to have in class • Perfect lesson attendance
Choir - PT	✉ Mr. Roche	Q1,Q2,Q3,Q4	M,W,F1	8	1	100	• Shows satisfactory effort • Is a conscientious student

The **Assignments Tab***
allows you to view your child's assignments by course.

Please note if the Student Score window is blank, a grade has not yet been entered by the teacher. However, a zero in the Student Score indicates a grade of zero points.
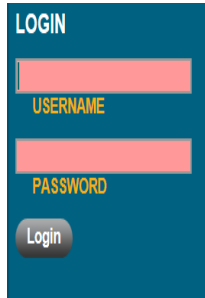
Contacts	Schedule	Attendance	Discipline	Grades	**Assignments**

STUDENT

School Year 2018-2019 ▾   Marking Period Quarter 2 ▾   Courses All Courses ▾

Course	Category	Assignment Name / Description	Date	Max	Score
Band - PT (Zimmerman)	Class Participation	Class Participation Week 10	1/25/2019	100	
Band - PT (Zimmerman)	Tests	Midterm Playing Exam	1/25/2019	100	
Band - PT (Zimmerman)	Class Participation	Class Participation Week 9	1/18/2019	100	
Band - PT (Zimmerman)	Lessons	Lessons Week 9	1/18/2019	100	
Band - PT (Zimmerman)	Class Participation	Class Participation Week 8	1/11/2019	100	

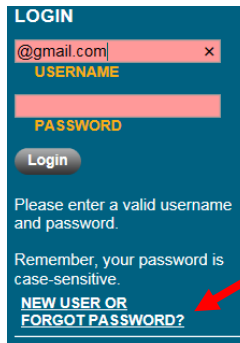*Please Note: Elementary students will not have any information under the assignments tab.

For security purposes, always remember to Logout.

HOME **LOGOUT**

2018-2019

To Reset Forgotten Passwords:

• Type your registered Email address in the **Username** box.

• Leave the **Password** box blank and click the **Login** button.

• You will be presented with a "**New User** or **Forgot Password?**" link*.

*If this link does not appear, the email Username entered is not registered with the District for a Parent Portal account. If you have not registered or if your email has changed, please contact the Parent Portal Liaison at the email address below.
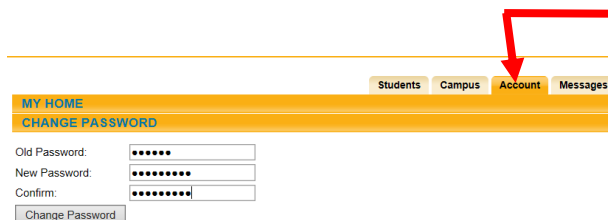
Click the "**New User** or **Forgot Password?**" link

Input the desired email address in the **Username** window. Click **Submit**. An email will be generated with your new password and sent to the email address you entered.

To Change Your Assigned Password:

Click on the **Account Tab**, and enter the assigned password in the **Old Password** window. Type the desired password in the **New Password** window and again in the **Confirm** window. Click the **Change Password** button to finalize the change.

Password has been changed

PLEASE NOTE: Keep your password in a safe place, as we do not keep a list of passwords. If you lose your password, you will need to go through the same process above to reset it.

Locked Accounts: You have three attempts to enter the correct password before you are locked out of the account. Please contact the Parent Portal Liaison at the email below to unlock your account.

Parent Portal Liaison Email: Jennifer_Adrian@wheatland.k12.ny.us