

Teaneck Public Schools Family Access Parent Portal

Elementary Schools

What is Skyward?

Skyward is the Teaneck Public School's Student Information System. Skyward gives teachers, students, caregivers, and administrators a better tool to communicate real-time information about your child/children via a secure internet connection.

What is Family Access?

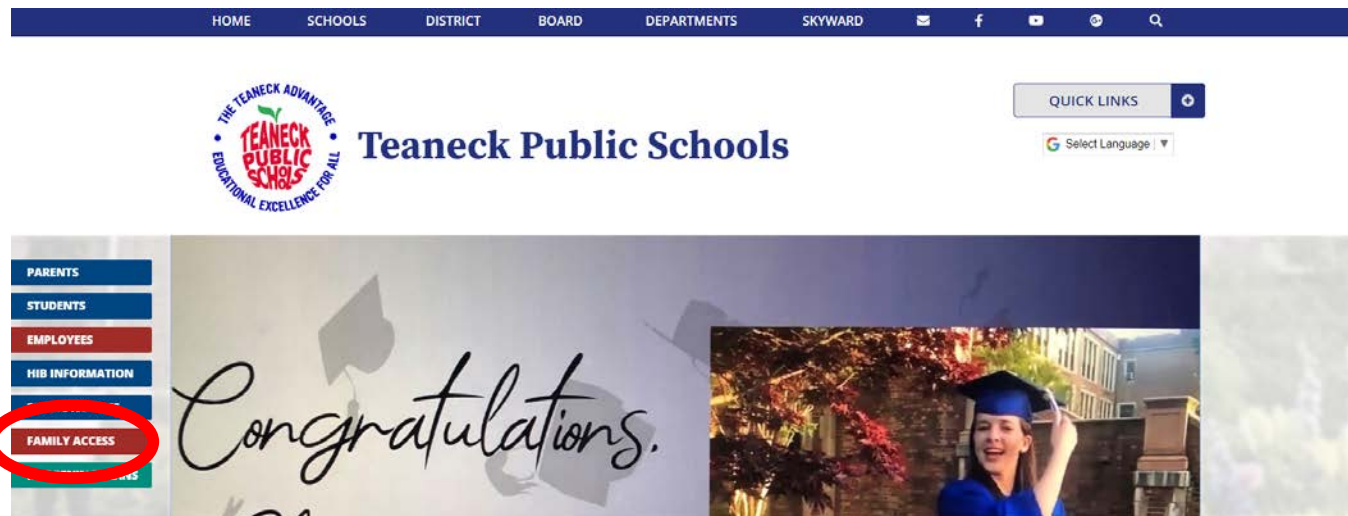
Family Access is a component of our student information system, which allows us to provide you with a safe and secure way to view academic information about your child via the Internet. Depending on your child's grade level you will have access to some or all of the following information:

- Your child's schedule, daily attendance record, and class attendance.
- Your child's marking period and final grades.
- Your child's report cards and progress reports.
- Your child's teacher's gradebook grades.
- Your contact information, which you have the ability to change/update your email addresses, phone numbers and emergency contact information.

NOTE: Change of addresses CANNOT be done online. You must contact the registrar's office at registrar@teaneckschools.org or call (201) 833-5512. Please leave a detailed message, your email address, and phone number.

LOGGING INTO FAMILY ACCESS

Open your internet browser (Internet Explorer, Firefox, Safari, or Google Chrome).
Go to the Teaneck Schools Webpage at www.teaneckschools.org.
Click on the Family Access quick link located on the left side of the homepage.



Type your username
Type your password
Then click **Sign In**

SKYWARD®
Teaneck Public Schools
2015-2016 LIVE STUDENT DATA

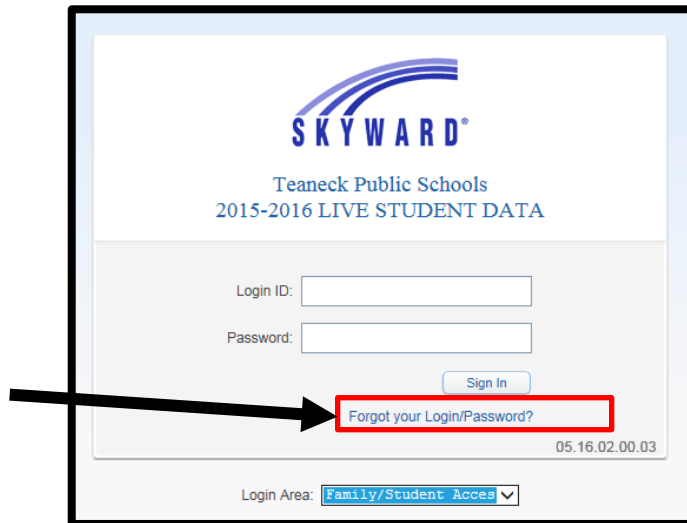
Login ID:
Password:
Sign In
Forgot your Login/Password?
05.15.06.00.11
Login Area: Family/Student Access ▾

If you are logging in for the first time you will be asked to change your password. If you have trouble with your password, please email techhelp@teaneckschools.org.

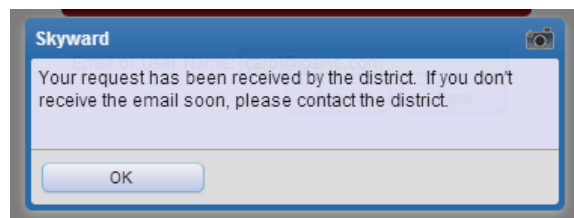
If you do not have an account, please select the **FORGOT YOUR LOGIN/PASSWORD** link. The system will email you a reset link with your account information.

FORGOT LOGIN/PASSWORD

If you have forgotten your login/password, you can click on the “**Forgot your Login/Password?**” link located at the bottom of the login screen.



Click on “**I am not a robot**” then fill in your email address or username and click **submit**. You will receive an email with your temporary login credentials. If you do not receive an email, please contact your child’s school to verify your email address in our records.



CHANGING YOUR ACCOUNT SETTINGS

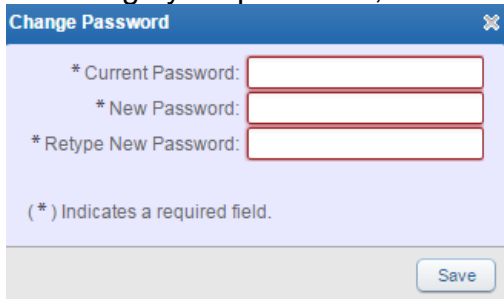
My Account allows a user to change parent/guardian email addresses, telephone numbers, emergency contacts, and set up email notifications. The settings under **My Account** apply to your entire family.

To change your account settings, click on **My Account**. Your account settings will appear. Make the necessary changes and click **SAVE**.



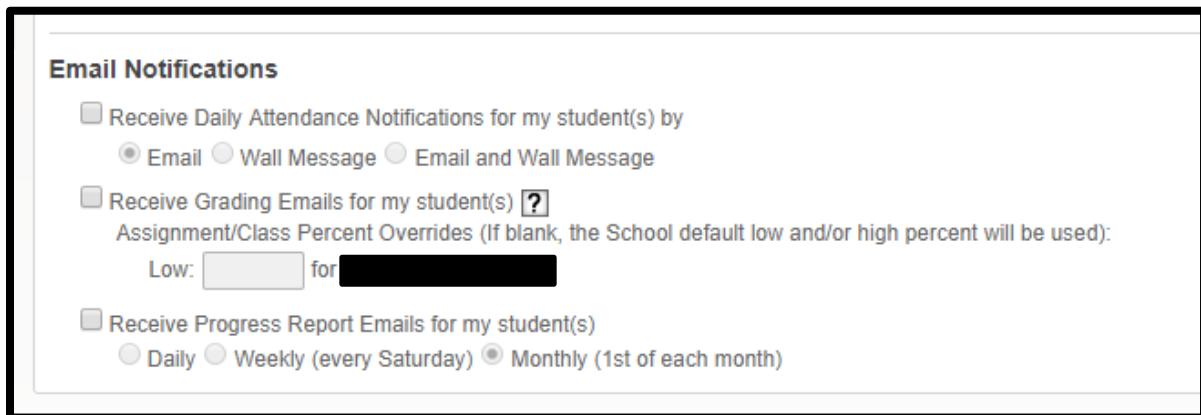
The screenshot shows the 'Family Access' interface. At the top right, there is a 'My Account' link and an 'Exit' button, both circled in red. Below this is a 'District Links' section. The main content area is titled 'Account Settings' and contains fields for 'Email', 'Phone', and 'Cell' numbers. On the right side of this section, there is a 'Change Password' button, also circled in red. A 'Save' button is visible at the bottom right of the settings area.

To change your password, click on the **Change Password** button.



The 'Change Password' dialog box has a blue header with a close button. It contains three text input fields, each with an asterisk indicating it is a required field. Below the fields is a note: '(*) Indicates a required field.' At the bottom right of the dialog is a 'Save' button.

CHANGING EMAIL NOTIFICATIONS



The 'Email Notifications' section contains three main options, each with a checkbox and radio button sub-options:

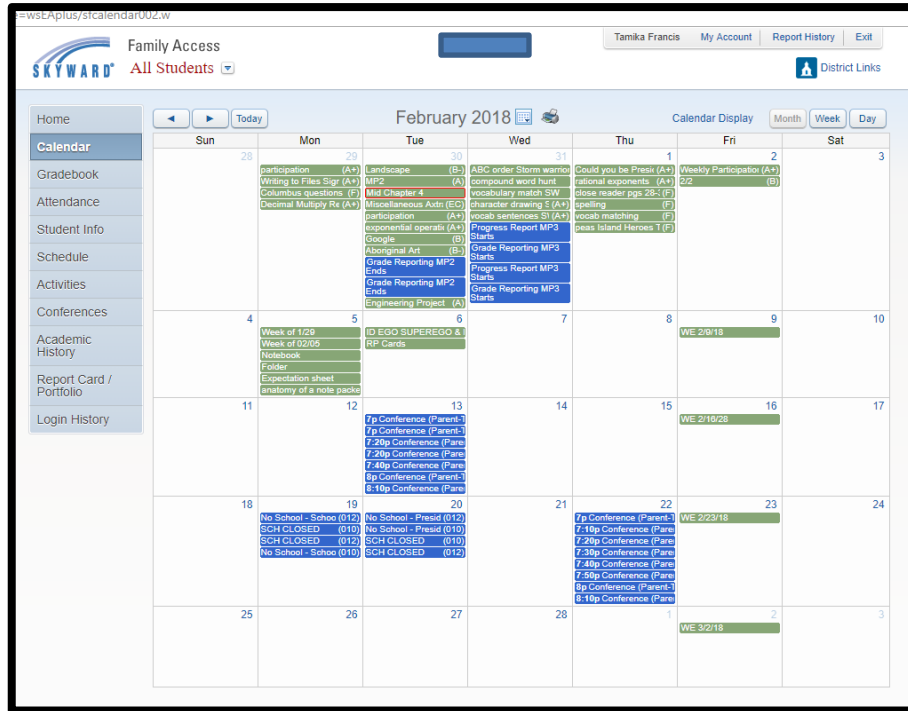
- Receive Daily Attendance Notifications for my student(s) by
 - Email
 - Wall Message
 - Email and Wall Message
- Receive Grading Emails for my student(s) [?](#)
Assignment/Class Percent Overrides (If blank, the School default low and/or high percent will be used):
Low: for
- Receive Progress Report Emails for my student(s)
 - Daily
 - Weekly (every Saturday)
 - Monthly (1st of each month)

- **Receive Daily Attendance Notifications**

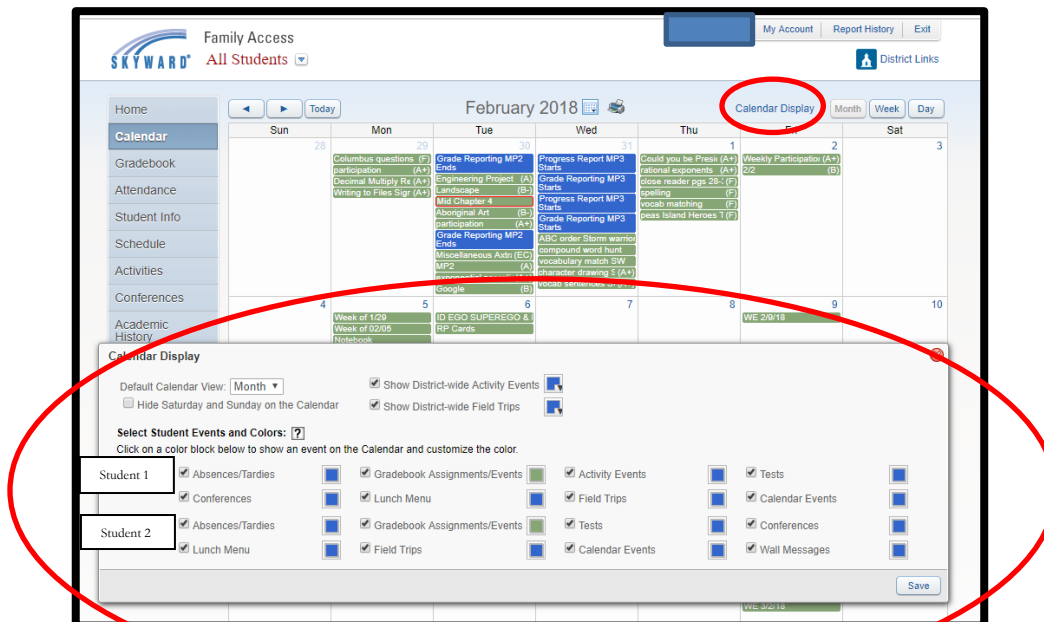
The Attendance Email Notification is sent if the student has any attendance record entered for that day.

CALENDAR

The **Calendar** gives you a view of your child's school activities. You can see upcoming or missing assignments, grades, extra-curricular activities, scheduled parent conferences and more.



You can customize the calendar view by clicking on **Calendar Display**.



GRADEBOOK – GRADE PK-04

The **Gradebook** tab will show your child's grades for each marking period. You can select a specific term by clicking on **Display Options**.

The screenshot shows the Skyward Family Access interface. At the top, there is a navigation menu with 'Home', 'Calendar', 'Gradebook', 'Attendance', 'Student Info', 'Schedule', 'Academic History', 'Report Card / Portfolio', and 'Login History'. The 'Gradebook' section is active, displaying 'Whittier Elementary School' and a legend for performance levels: 1 - Limited or no progress, 2 - Progressing toward the grade level benchmark, 3 - Meeting the grade level benchmark, 4 - Exceeding the grade level benchmark, and * - Has not yet been taught. Below this, it states 'There are no Missing Events.' The 'Class Grades' section shows a table for 'Whittier Elementary School' with columns for Marking Periods (MP1, MP2, MP3, MP4). A red circle highlights the 'Display Options' button. The table shows grades for 'Writing 3' and 'Handwriting 3' in Period 0 (8:00 AM - 2:30 PM) by James DiMicelli. The 'Writing' section includes skills like '1) Uses prewriting, revising, drafting a...' with a grade of 2, and '6) Responds relevantly to a topic' with a grade of 3. The 'Handwriting' section includes '1) Forms letters correctly in manuscript' with a grade of 2 and '3) Writes neatly and legibly' with a grade of 2. The MP3 and MP4 columns are highlighted in yellow.

This screenshot shows the 'Display Options' dropdown menu from the previous screenshot. The menu is open, showing several options: 'Show Subjects', 'Show Skills', 'Grade Options (Select One)', 'View All Grades', 'Show Current Grades Only', and 'Show Previous and Current Grades Only'. The 'Grade Options' section is expanded, showing 'View All Grades' selected. The background shows the same gradebook table as the previous screenshot, with the 'Display Options' button circled in red.

You can also view the skills by clicking the **book icon**.

The screenshot shows a progress report interface with a grid of skills and a pop-up window. The grid has columns for skill descriptions and grades. A red circle highlights a book icon in the first row of the 'Handwriting 3' section. The pop-up window displays the following information:

MP1 Progress Report: Mathematical Practices and Required Grade Level Fluency

Whittier Elementary School

Mathematics 3 (Period 0) James DiMicelli

Grade Mark Legend

Subject: **Mathematical Practices and Required Grade Level Fluency** *Not a graded subject*

Skill (Hide Skills)	Grade
1) Clearly expresses mathematical thinking in speaking and writing	2
2) Justifies conclusions and critiques the reasoning of others	2
3) Adds and subtracts basic facts within 20 accurately	2

ATTENDANCE

The **Attendance** screen allows you to view your child's tardies and absences. The Attendance screen is divided into several areas. The left side of the screen displays detailed attendance information by student. The right side of the screen displays attendance information in a chart format. In the upper right-hand corner of the attendance section, you can select to hide or show the charts.

The screenshot shows the Skyward Family Access interface for the Attendance section. On the left is a navigation menu with options like Home, Calendar, Gradebook, Attendance (selected), Student Info, Schedule, Conferences, Academic History, Report Card / Portfolio, and Login History. The main content area is titled 'Attendance' and shows 'Today's Attendance: Tue Feb 6, 2018' with a message: 'No Absences or Tardies were recorded for any of your students.' Below this, two student records are shown for Thomas Jefferson Middle School. Student 1 has an attendance record for Fri Jan 26, 2018, in period 0, class HOMEROOM 5, with the status 'UNVERIFIED-TEACHER (NO REASON)'. Student 2 has two records: one for Fri Jan 26, 2018, in period 0, class HOMEROOM 8, with the status 'ABSENCE EXCUSED (ABS W/O PENALTY)', and another for Thu Jan 25, 2018, in period 0, class HOMEROOM 8, with the status 'TARDY UNEXCUSED-TEACHER (TARDY UNEXCUSED)'. A third record for Student 2 from Tue Dec 12, 2017, in period 0, class HOMEROOM 8, with the status 'TARDY UNEXCUSED-TEACHER (TARDY EXCUSED)'. On the right, a 'YTD Day Totals' bar chart shows 1 excused day (purple bar) and 1 unexcused day (blue bar). The x-axis is labeled 'Days' and ranges from 0 to 1.5. A legend at the bottom of the chart identifies 'Excused' and 'Unexcused'.

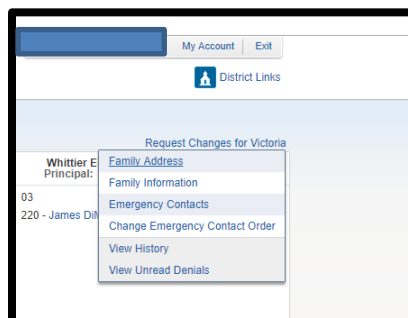
STUDENT INFO

This section of Skyward shows information the school district has about your child. Most of the information displayed was collected from your family during registration or when you first logged into Skyward.

If you need to make changes, click on **Request Changes for Student** and then select the information you wish to change and then click **Save**.

Currently, you have the ability to change/update the following:

- **Family Information** – phone numbers, relationship to the child and home language
- **Emergency Contacts** – edit existing contacts
- **Change Emergency Contact Order**



SCHEDULE

Use the **Schedule** tab to see your child's classes including the period, teacher, and details about the class.

To view the details of the class, you can click on the name of the class. To print a schedule, click on **Print Schedule**.

Family Access My Account Exit

Schedule District Links

Home
Calendar
Gradebook
Attendance
Student Info
Schedule
Academic History
Report Card / Portfolio
Login History

Currently Scheduled Class: Tue Feb 6, 2018 1:22pm

- Period 00 Homeroom
- Period 00 Writing 3
- Period 00 Handwriting 3
- Period 00 Mathematics 3
- Period 00 Social Studies 3
- Period 00 Science 3
- Period 00 World Language 3
- Period 00 PhysEd/Health 3
- Period 00 PhysEd/Health 3
- Period 00 Reading 3
- Period 00 Art 3
- Period 00 Music 3
- Period 00 Technology 3
- Period 00 Work Habits

Whittier Elementary School) Display Options Current Year Weekday By Term Matrix *The current term is highlighted.*

2017 - 2018 Print Schedule	Term 1 (09/06/17 - 11/14/17)	Term 2 (11/15/17 - 01/30/18)	Term 3 (01/31/18 - 04/16/18)	Term 4 (04/17/18 - 06/15/18)
Period 0 (8:00 AM - 2:30 PM)	Writing 3 James DiMicelli ABCDEF Room 220	Writing 3 James DiMicelli ABCDEF Room 220	Writing 3 James DiMicelli ABCDEF Room 220	Writing 3 James DiMicelli ABCDEF Room 220
	Music 3 Chrysten Angderson ABCDEF Room 225	Music 3 Chrysten Angderson ABCDEF Room 225	Music 3 Chrysten Angderson ABCDEF Room 225	Music 3 Chrysten Angderson ABCDEF Room 225
	Homeroom James DiMicelli ABCDEF Room 220	Homeroom James DiMicelli ABCDEF Room 220	Homeroom James DiMicelli ABCDEF Room 220	Homeroom James DiMicelli ABCDEF Room 220
	World Language 3 Odette Vovra ABCDEF Room 220	World Language 3 Odette Vovra ABCDEF Room 220	World Language 3 Odette Vovra ABCDEF Room 220	World Language 3 Odette Vovra ABCDEF Room 220
	Social Studies 3 James DiMicelli ABCDEF Room 220	Social Studies 3 James DiMicelli ABCDEF Room 220	Social Studies 3 James DiMicelli ABCDEF Room 220	Social Studies 3 James DiMicelli ABCDEF Room 220
	Reading 3 James DiMicelli ABCDEF Room 220	Reading 3 James DiMicelli ABCDEF Room 220	Reading 3 James DiMicelli ABCDEF Room 220	Reading 3 James DiMicelli ABCDEF Room 220
	PhysEd/Health 3 Linda L Harrison ABCDEF Room 100	PhysEd/Health 3 Linda L Harrison ABCDEF Room 100	PhysEd/Health 3 Linda L Harrison ABCDEF Room 100	PhysEd/Health 3 Linda L Harrison ABCDEF Room 100
	PhysEd/Health 3 Michael Diehl ABCDEF Room 100	PhysEd/Health 3 Michael Diehl ABCDEF Room 100	PhysEd/Health 3 Michael Diehl ABCDEF Room 100	PhysEd/Health 3 Michael Diehl ABCDEF Room 100
	Work Habits James DiMicelli ABCDEF Room 220	Work Habits James DiMicelli ABCDEF Room 220	Work Habits James DiMicelli ABCDEF Room 220	Work Habits James DiMicelli ABCDEF Room 220
	Mathematics 3 James DiMicelli ABCDEF Room 220	Mathematics 3 James DiMicelli ABCDEF Room 220	Mathematics 3 James DiMicelli ABCDEF Room 220	Mathematics 3 James DiMicelli ABCDEF Room 220
	Handwriting 3 James DiMicelli ABCDEF Room 220	Handwriting 3 James DiMicelli ABCDEF Room 220	Handwriting 3 James DiMicelli ABCDEF Room 220	Handwriting 3 James DiMicelli ABCDEF Room 220

ACADEMIC HISTORY

The Academic History screen allows you to view your student's grade history. It displays the school, school year, grade level, class description, terms, and grades for all the classes your child is currently enrolled in, has completed, or is scheduled in to complete. To view more information about a class, click the course description in the **Class** column.

2017 - 2018, Grade 03					
Class	Terms	MP1	MP2	MP3	MP4
Art 3	1-4	█			
Handwriting 3	1-4	█			
Homeroom	1-4				
Mathematics 3	1-4	█			
Music 3	1-4	█			
PhysEd/Health 3	1-4	█			
Reading 3	1-4	█			
Science 3	1-4	█			
Social Studies 3	1-4	█			
Technology 3	1-4	█			
Work Habits	1-4	█			
World Language 3	1-4	█			
Writing 3	1-4	█			

2016 - 2017, Grade 02					
Class	Terms	MP1	MP2	MP3	MP4
Art 2	1-4	█	█	█	█
Handwriting 2	1-4	█	█	█	█
Homeroom	1-4				
Mathematics 2	1-4	█	█	█	█
Music 2	1-4	█	█	█	█
PhysEd/Health 2	1-4	█	█	█	█
Reading 2	1-4	█	█	█	█
Science 2	1-4	█	█	█	█
Social Studies 2	1-4	█	█	█	█
Technology 2	1-4	█	█	█	█
Work Habits	1-4	█	█	█	█
World Language 2	1-4	█	█	█	█
Writing 2	1-4	█	█	█	█

2015 - 2016, Grade 01					
Class	Terms	MP1	MP2	MP3	MP4

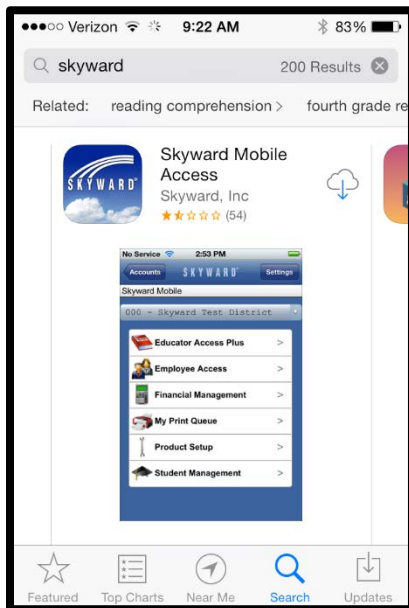
REPORT CARDS/PORTFOLIO

The **Report Cards/Portfolio** screen will display your child's report cards and progress reports. Click on the filename and the file will open and display the report card.

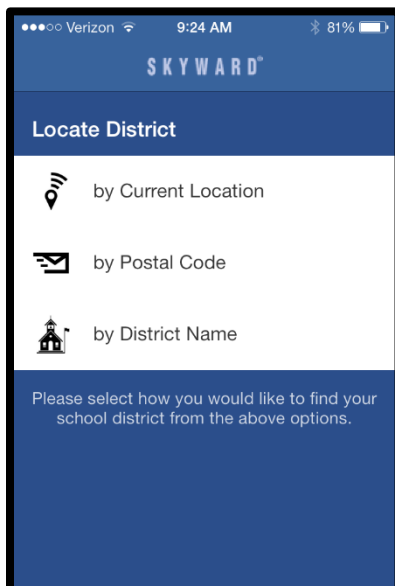
Report Card / Portfolio - Attachments		
Whittier Elementary School Portfolio is not available for [redacted]		
Whittier Elementary School Report Directory is not available for [redacted]		
Description	Type	Created
Standards Report Card (06/26/17)	Report Card	Mon Jun 26, 2017 9:51am

Skyward Mobile App

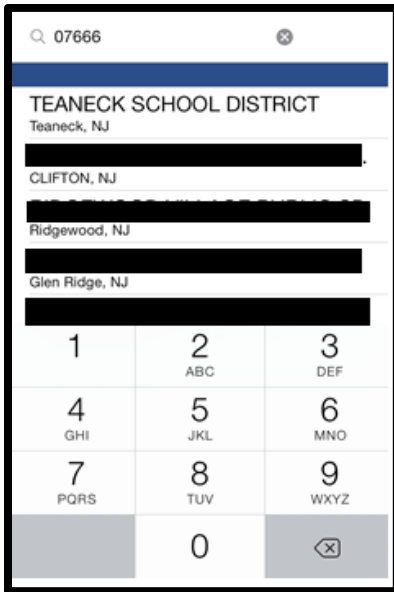
Step 1: The first step is to install the Skyward mobile app onto your device. The free app is available from either Amazon, Google Play, or iTunes.



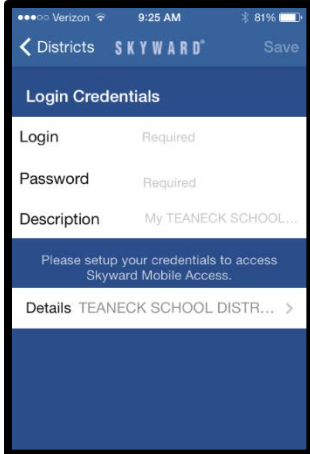
Step 2: Locate your district by selecting Current Location, Postal Code, or District Name. It is recommended you select your district by using the Postal Code 07666.



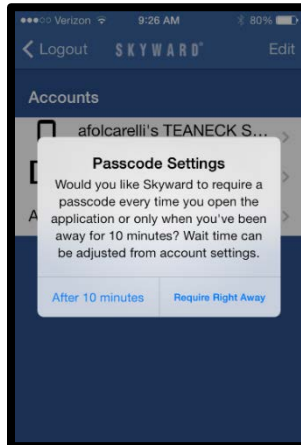
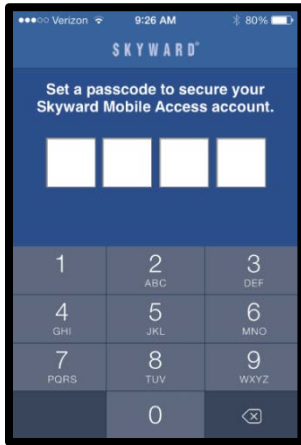
Step 3: Select Teaneck School District from the list.



Step 4: Complete the Login and Password field on the Login Credentials screen using your Skyward Family Access user name and password. If you do not remember your login credentials, please contact your child's school.



Step 5: You will be asked to create a four-digit passcode to access the Skyward Mobile App. Once your account has been set up, the passcode will be used to access your account.



Step 6: Select Mobile from the list. Once you have selected Mobile, you will be able to access your child's student data.

