

Beresford School District
Parent Portal Acceptable Use Policy
(new application only)

Beresford School District has developed the parent Portal as a means to further promote educational excellence and to enhance communication with parents. The Portal allows parents to view their own child's school records anywhere at any time. In return for the privilege of accessing the Beresford School District Parent Portal, every parent is expected to act in a responsible, ethical, and legal manner. The Portal is available to every parent or guardian of a student enrolled in the Beresford School District. Parents are required to adhere to the following guidelines:

1. Parent will not share their passwords with anyone, including their children.
2. Parents will not attempt to hard or destroy data of their own children, of another user, school or district network, or the Internet.
3. Parents will not use the Portal for any illegal activity, including violation of Data Privacy laws. Anyone found to be violating laws will be subject to civil and/or criminal prosecution.
4. Parents will not access data or any account owned by another parent.
5. Parents who identify a security problem with the Parent Portal must notify the district office immediately, without demonstrating the problem to anyone else.
6. Parents who are identified as a security risk to the Parent Portal will be denied access to the Parent Portal.

Only by signing and returning the agreement will you receive access to the Parent Portal. **If you were on the Parent Portal last year, you do not have to reapply.**

Beresford School District
301 West Maple
Beresford, SD 57004

Return this form to the address above.

Please fill in all blanks (print):

Parent Name: _____

E-mail Address: _____

Please select your log-in information:

User Name (at least **six (6)** characters long: _____

User Password (at least **eight (8)** characters long: _____

(Passwords are case sensitive, must contain letters AND numbers or special characters, and should not contain any part of your User Name).

Children Information

Name: _____ Grade: _____

Name: _____ Grade: _____

Name: _____ Grade: _____

I have read the Parent Portal Acceptable Use Policy and I agree to abide by and support these rules. I understand that if I violate any terms of the Acceptable Use Policy I may lose my privilege to use the Parent Portal, and may be liable for civil and/or criminal consequences.

Signature: _____ Date: _____

Beresford School District

Parent Portal User Guidelines and System Requirements

Your Parent Portal account will become active as soon as we receive your signed copy of the Acceptable Use Policy/User Guidelines. Your instructions will arrive by e-mail from the Beresford School District Technology Office. If you do not receive an e-mail within two weeks of the date you sent in your signed acceptable use policy, please contact the District Technology Office. Contact information is listed below.

1. Parents will have access to the following data about their child:
 - a. Schedule including grades for current classes – updates vary from class to class;
 - b. Attendance – updated daily;
 - c. Behavior – updated as events occur;
 - d. Health – immunization records;
 - e. Fees; and
 - f. Reports – report cards, schedule, missing assignments.
 - g. Meal account – balance, daily activity, etc.
2. Parents will not share their password with anyone.
3. System recommendations for home computers to access the Parent Portal:
 - a. Internet connection – 56K modem speed or greater
 - b. Browser – Internet Explorer 5.5 or higher, Mac or Windows
 - c. Monitor resolution of at least 800x600
4. Security features of the Parent Portal:
 - a. Three (3) unsuccessful attempts will disable the Parent Portal account. In order to use the Portal again, parents will need to contact the District Office to have the account reactivated.
 - b. You will be automatically logged off if you leave the Parent Portal web browser open and inactive for more than 15 minutes.
 - c. All attempts at logging in to the system are recorded and monitored, and a full audit trail is tracked on sensitive data.
5. For technical support or questions:
 - a. If you are having technical difficulties logging in to the system, e-mail Ginny.Gustad@k12.sd.us and explain the problem in as much detail as possible. Also include your name and username.
 - b. If you have questions about your child's information, contact the guidance counselor at Shellie.Pratt@k12.sd.us or Dianne.Auger@k12.sd.us.