

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

Dear Parents:

The ParentVue OLR portal is now available. It is important that you verify the information we have on record for each of your students before school begins so we are able to contact you with any first-day information or in the event of an emergency. You will complete using your ParentVue account. If you do not have a ParentVue account, you will be able to create one by following the directions below. Forgotten passwords may be reset from the ParentVue login screen.

Every enrolled student has a unique StudentVue account. If your student does not know their account information, please have them contact their school office. Please do not allow your student to use your ParentVue account. Online testing and communication between classroom teachers and students occur using the StudentVue portal and are tied back to the student's gradebook. The ParentVue portal does not have this capability so your student may not receive necessary information.

It is not recommended that you use a cell phone to complete your registration. If you do not have access to a device we have some available to you in any building office during regular business hours.

During the OLR process, you will answer FERPA (Family Educational Rights and Privacy Act) questions concerning which directory information may or may not be disclosed for your student. You will be asked for various consents and to let us know the status of your internet connections and availability of devices in the event that we must return to remote learning.

If you need to update any of the following information, you will be able to upload these documents through the OLR process. You may also drop them off personally in the school office:

- Updated Immunization Records
- School Bus Authorization – required if you need an alternate bus stop
- New Custody or Personal Protection Orders (PPO) documents (if applicable)
- Medication form (for medicines to be administered during school hours)
- Address Verification documents if you are new or have moved (Tax bill, utility bill, purchase/rental agreements, etc)

Students in Grades 3-12, using their StudentVue account, will also be required to read and acknowledge the following documents the first time they log into StudentVue this year. These are the exact same documents that you will review during the OLR process. If you wish to review and sign these documents with your student and do not know their StudentVue login, please contact the office for their StudentVue account information. Most students grades 4 and up will regularly log into their StudentVue accounts with their teachers during the school year.

- Technology Acceptable Use Agreement
- Transportation Policy
- Student Handbook (Grade 3-5 only; MS/HS will be sent home separately)

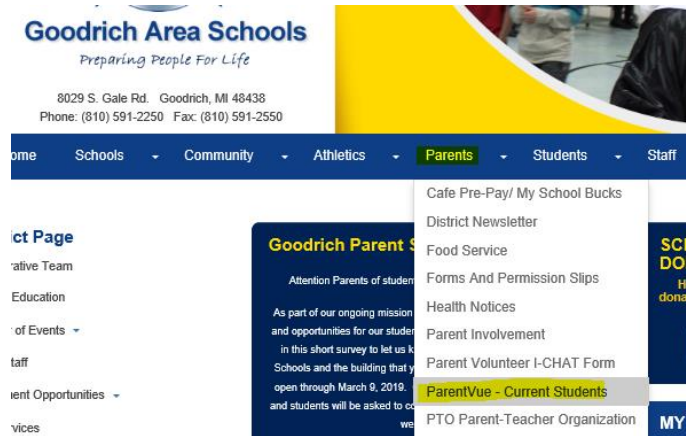
The Online Registration process (OLR) does NOT have to be completed in one sitting. The program will save your information entered to that point. When you log in at a later time, you may resume your current registration OR start new. You will need to complete all students in a family for the whole OLR process to be completed.

If you have any questions or problems with the OLR or ParentVue/StudentVue accounts, please contact the school office.

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To access the Online Registration portal, follow this link: <https://parentvue.geneseeisd.org/good/>

Or, from the Goodrich Area Schools webpage (www.goodrichschools.org), click the link under >>PARENTS>ParentVue – Online Registration Link



This takes you to the access screen for both ParentVue and StudentVue. Click on the “I am a parent” link.

ParentVUE and StudentVUE Access



- If you do not have an active ParentVue account, click on the link “I have an activation key and need to create my account”. You will need to have an email address and the 7-character authentication key (which you may get from the office). Follow the on-screen directions.
- If you forgot your password, click on the “Forgot Password” link. You will need to enter your email address to reset your password.
- You may also download the apps for Android or iPhone from this area. Use the Mobile App URL listed to connect to the Goodrich site. <https://parentvue.geneseeisd.org/good>

The image shows the ParentVue login screen. It has a yellow header with the word 'Login'. Below the header are two input fields: 'User Name:' and 'Password:'. A blue 'Login' button is centered below the fields. To the right of the button is a 'More Options' link with a dropdown arrow. Below the login section are two links: 'Activate Account' with a power icon and 'Forgot Password' with a lock icon. At the bottom, there are three links for mobile apps: 'iPhone App' with the Apple logo, 'Android App' with the Android logo, and 'Mobile App URL' with a link icon and the URL <https://parentvue.geneseeisd.org/good>. A footer bar at the bottom contains the text 'English | Spanish | Russian | German'.

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

Once you log in to the OLR Portal, you will be asked to accept a Privacy Statement.

Parent Account Activation

Step 1 of 3: Privacy Statement

Read through the following Privacy Statement and click the Accept button to agree to the privacy agreement

We strive to ensure that all of our student data remains confidential. If you believe that someone has unauthorized access, please contact the building office as soon as possible. Thank you, Goodrich Area Schools

Clicking I Accept means that you agree to the above Privacy Statement.

Depending on the building your child attends, you will now be asked to download, read and “Accept” (electronically agree) a series of policies and the student handbook for Goodrich Area Schools. The link to download will be at the bottom of each screen. You will not be able to agree to a policy unless you have downloaded it.

Acknowledgements

Acknowledgement 3 of 6: Transportation Policy.pdf

Please read and acknowledge the attached "Transportation Policy" for the district.

This policy applies to any student or adult that may ride a district-operated vehicle for transportation to/from schools, between buildings, or for school-sponsored events such as field trips, athletic or fine arts events.

By clicking "Yes" you acknowledge that you and your student have received, read and understand our District's Bus Transportation policies.

Acknowledgements

Acknowledgement 4 of 6: OT_Student_Handbook_2017_2018.pdf

Please review the attached student handbook for Oaktree Elementary. Please note our attendance, dress code, cell phone use and grading policies. If you have any questions on our policies, please contact the Oaktree office at (810) 591-5200.

By clicking "Yes" you acknowledge that you and your student have received, read and understand our Oaktree Elementary Handbook policies.

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If you qualify or believe you qualify for the Free or Reduced meals program, please click “Yes, I am interested” and download the application. You may fill this form out online and print it, or obtain a copy of the form from the office. Please call Mrs. Megan Burny at 810-591-2236 for more information.

Acknowledgement 1 of 2: How to Apply Free and Reduced Meals 18-19.pdf

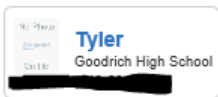
If you would like to complete an application for Free or Reduced meals, please download the application below and return to the school office.

To download this document, click here: [2018-2019 Application](#)

I am NOT interested

Yes, I am interested.

Click on the Online Registration button in the upper-right corner to continue.



My Account Help **Online Registration** Logout

Home

- Messages
- Calendar
- Assessment
- Attendance
- Class Schedule
- Class Waiver

No Photo

Edupoint

Tyler

Report Absence

Recent History

Goodrich High School

No Data



Please select the registration school year. *

2018-2019
2019-2020

Begin New Registration >>

Make sure you are verifying, updating or entering information for the current school year.

Click “Begin New Registration>>”

The Online Registration process (OLR) does NOT have to be completed in one sitting. The program will save your information entered to that point. When you log in at a later time, you may resume your current registration OR start new. You will need to complete all students in a family for the whole OLR process to be completed.

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

After reviewing the information, click "Continue" to advance through the first few pages.

The screenshot shows the 'Introduction' page of the ParentVue Online Registration Portal. At the top right, there are navigation links: Home, Status, My Account, ParentVUE, and Logout. Below these is the Goodrich Area Schools logo and the text 'Good afternoon, Lucille Ball, 7/30/2018'. On the left, there is a sidebar menu for 'Online Registration' with options: Introduction (selected), Family, Parent/Guardian, Emergency, Students, Documents, and Review/Submit. The main content area is titled 'INTRODUCTION' and '2017-2018'. It features an 'Information' section with a blue header and a text box containing instructions. A red circle highlights the word 'bring' in the text: 'New students will be required to bring an official birth certificate to the **bring** office to complete the registration process.' Below this is another blue box with information about required fields marked with an asterisk (*). At the bottom of the main content area, a 'Continue' button is circled in red.

As you move through the OLR process, you will see your progress. Information common to your family will be verified first. Then you will have the opportunity to verify information for *each* of your students.

You may pause or logout at any point in this process. When you log back in, you will continue at the point you left off.

The screenshot shows the 'Family Home Address' page of the ParentVue Online Registration Portal. At the top right, there are navigation links: Home, Status, My Account, ParentVUE, and Logout. Below these is the Goodrich Area Schools logo and the text 'Good afternoon, Lucille Ball, 7/30/2018'. On the left, there is a sidebar menu for 'Online Registration' with options: Introduction, Family (selected), Parent/Guardian, Emergency, Students, Documents, and Review/Submit. The main content area is titled 'FAMILY Home Address' and '50%' progress. It features an 'Instructions' section with a blue header and a text box containing instructions. A red circle highlights the '50%' progress indicator. Below this is a checkbox labeled 'Check here if your address has changed.' and a text box for 'Address as entered from above:' containing 'Goodrich, MI 48438'. At the bottom of the main content area, a 'Save And Continue >>' button is circled in red.

On the Parent Contact screen, please select the Primary phone number at which you may be reached.

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

Home Status My Account ParentVUE Logout
Good afternoon, Lucille Ball, 7/30/2018

Online Registration
Introduction Family Parent/Guardian Emergency Students Documents Review/Submit

PARENT/GUARDIAN 100% 2017-2018
Contact Information: Lucille Ball

Instructions
Enter the contact information for this parent/guardian.

Phone Numbers

X	Line	Primary	Type	Phone	Extension
	1		Cellular	(810) 555 - 1234	
	2		Home	(810) 555 - 1234	

Add New

Email Address* email@gedupoint.com
- OR -
 Parent/Guardian does not have an email address

<< Previous Save And Continue >>

You may add or delete Parents or Guardians as appropriate. Once all information for a parent has been reviewed, the status will be a green “COMPLETE” icon. The yellow “In Progress” icon indicates information still needs reviewing.

Home Status My Account ParentVUE Logout
Good afternoon, Lucille Ball, 7/30/2018

Online Registration
Introduction Family Parent/Guardian Emergency Students Documents Review/Submit

PARENT/GUARDIAN 2017-2018
Add or update Parent/Guardian details.

	First Name	Last Name	Gender	Status
Edit	Lucille	Ball		Complete
Edit Delete				In Progress

Add New Parent/Guardian

<< Previous Save And Continue >>

In the Emergency contact section, you may add up to 10 contacts for each student. Again, the status will be either “Complete” or “In Progress”. You will be able to list the order of notification for your emergency contacts later in the OLR process.

Home Status My Account ParentVUE Logout
Good afternoon, Lucille Ball, 7/30/2018

Online Registration
Introduction Family Parent/Guardian Emergency Students Documents Review/Submit

EMERGENCY 2017-2018
Please add at least 1 emergency contacts:

	First Name	Last Name	Gender	Status
Edit Delete				In Progress

Add New Emergency Contact

<< Previous Save And Continue >>

For each student, there is an opportunity to enter a cell phone.

All students will have a Goodrich district email account available to them (per parent approval). That Google email account will appear in this area but may not be changed.

With few exceptions, a student’s email address will be their Google Classroom login, which is of the form:

24asmith@stu.goodrichschools.org

Where “24” is the year of graduation, “a” is the first letter of their first, official name, and “Smith” is their complete last name.

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

The following section relates to the Family Educational Rights and Privacy Act (FERPA).

Any medication required to be administered at school will need a Medication form on file. There is a link to this form at the bottom of the screen that may be downloaded and brought to the school office, or uploaded at the end of this OLR process.

The Transportation department will use Bus Pick-up and Drop-off locations to create and adjust their bus routes.

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

Home Status My Account ParentVUE Logout
Goodrich Area Schools
Good afternoon, Lucille Ball, 7/30/2018

Online Registration
Introduction
Family
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Review/Submit

REQUIRED TRANSPORTATION 73% 2017-2018

Required Transportation: [REDACTED]

Enter the student Bus Pick Up Location Information:

Bus Pick Up Location [Dropdown]

Enter the address for Bus Pick Up Location if applicable:

Pick Up Address [Text]

Pick Up City [Text]

Pick Up State [Dropdown]

Pick Up Zip [Text]

Enter the address for Bus Drop Off Location if applicable:

Bus Drop Off Location [Dropdown]

Enter the student Bus Drop Off Location Information:

Drop Off Address [Text]

Drop Off City [Text]

Drop Off State [Dropdown]

Drop Off Zip Code [Text]

<< Previous Save And Continue >>

This is a review of the documents acknowledged when you first began the OLR process. You are able to download the documents from this screen.

Home Status My Account ParentVUE Logout
Goodrich Area Schools
Good afternoon, Lucille Ball, 7/30/2018

Online Registration
Introduction
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Documents
Review/Submit

POLICIES 100% 2017-2018

Policies: [REDACTED]

You must check and agree to the following policies:

- * If you would like to complete an application for Free or Reduced meals, please download the application below and return to the school office. [\[View\]](#)
- * Please read and acknowledge the attached information titled, "Understanding Concussions", provided to you in compliance with Michigan Public Acts 342 and 343 of 2012. School districts and sports-related organizations must provide educational materials about concussion awareness and the nature and risks of concussions to each student and parent/guardian. According to the laws, an acknowledgment from parents or guardians regarding the reception of the Concussion Awareness information must be kept on file until the student involved reaches the age of 18. By clicking "Yes" and signing below you acknowledge that you have received, read and understand the Concussion Awareness policies. [\[View\]](#)
- * Please read and acknowledge the attached information titled "Technology Acceptable Use Policy". Any student found in violation of this policy may have their access to the District's network and/or equipment revoked. By clicking "Yes" you acknowledge that you and your student have received, read and understand our District's Technology Use policies and will abide by these guidelines. [\[View\]](#)
- * Please read and acknowledge the attached "Transportation Policy" for the district. This policy applies to any student or adult that may ride a district-operated vehicle for transportation to/from schools, between buildings, or for school-sponsored events such as field trips, athletic or fine arts events. By clicking "Yes" you acknowledge that you and your student have received, read and understand our District's Bus Transportation policies. [\[View\]](#)
- * Please review the attached student handbook for Goodrich Middle School. Please note our attendance, dress code, cell phone use and grading policies. If you have any questions on our policies, please contact the Middle School office at (810) 591-4210. By clicking "Yes" you acknowledge that you and your student have received, read and understand our Middle School Handbook policies. [\[View\]](#)
- * If you would like to complete an application for Free or Reduced meals, please download the application below and return to the school office. [\[View\]](#)

<< Previous Save And Continue >>

You will repeat only the STUDENT verification steps for your remaining students. If you have a student to enroll that is new to the district, you may add them at this point.

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

Home Status My Account ParentVUE Logout
Good afternoon, Lucille Ball, 7/30/2018

2017-2018

Online Registration

- Introduction
- Family
- Parent/Guardian
- Emergency
- Students**
- Documents
- Review/Submit

STUDENTS

Students shown here may be registered by clicking EDIT. If the list contains the name of a student you do not wish to register online, click the Exclude button next to the students' name.

Students to enroll in 2017-2018

	First Name	Last Name	Gender	Grade	Status
Edit Exclude Delete	[REDACTED]	[REDACTED]	Male	06	Complete
Edit Exclude Delete	[REDACTED]	[REDACTED]	Male	03	In Progress

[+ Add New Student](#)

Students shown here will not be registered. If the list contains the name of a student you wish to register online, click the Include button next to the students' name.

Students to exclude from 2017-2018

First Name	Last Name	Gender	Grade	Reason
------------	-----------	--------	-------	--------

<< Previous Save And Continue >>

There will be a section to upload any of the documents that the office may need from you. If you have a CURRENTLY ENROLLED student, please check the box "I will deliver a hard copy" for the home address verification(s) and select the "Already On File" option from the drop-down. If you have not moved since the beginning of the last school year, you will NOT need to provide this additional documentation. This is for NEWLY ENROLLED students but is included in this area.

Family

Home Status My Account

Primary Home Address Verification:

I will deliver a hard copy to the school instead of uploading it.

Document Type*

Document* **Missing a required value: PrimaryDocGU**

Secondary Home Address Verification:

I will deliver a hard copy to the school instead of uploading it.

Document Type*

Document* **Missing a required value: SecondaryDocGU**

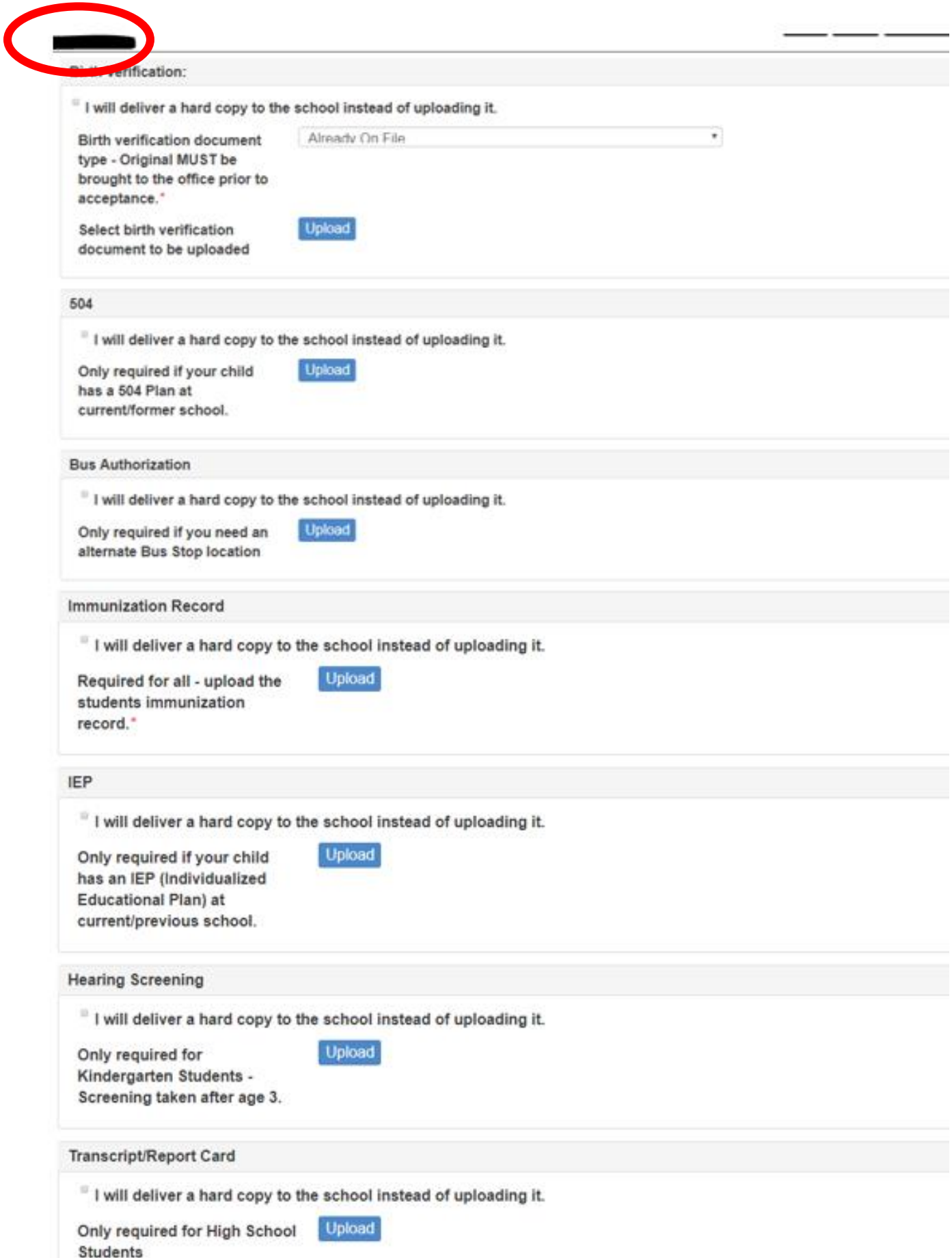
I will deliver a hard copy to the school instead of uploading it.

Document Type*

Document* **Missing a required value: SecondaryDocGU**

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

For **each** of your students, you **may** need to provide additional documentation. The student's name associated with that set of documents will appear in the red circled area. The documentation will be directed to the appropriate building office.



State Verification:

I will deliver a hard copy to the school instead of uploading it.

Birth verification document type - Original MUST be brought to the office prior to acceptance.*

Already On File

Select birth verification document to be uploaded [Upload](#)

504

I will deliver a hard copy to the school instead of uploading it.

Only required if your child has a 504 Plan at current/former school. [Upload](#)

Bus Authorization

I will deliver a hard copy to the school instead of uploading it.

Only required if you need an alternate Bus Stop location [Upload](#)

Immunization Record

I will deliver a hard copy to the school instead of uploading it.

Required for all - upload the students immunization record.* [Upload](#)

IEP

I will deliver a hard copy to the school instead of uploading it.

Only required if your child has an IEP (Individualized Educational Plan) at current/previous school. [Upload](#)

Hearing Screening

I will deliver a hard copy to the school instead of uploading it.

Only required for Kindergarten Students - Screening taken after age 3. [Upload](#)

Transcript/Report Card

I will deliver a hard copy to the school instead of uploading it.

Only required for High School Students [Upload](#)

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

Once all information has been verified and necessary documents uploaded, you have the opportunity to review and change/edit any information. Select the green “Review” button.

Home Status My Account ParentVUE Logout
Good afternoon, Lucille Ball, 7/30/2018

2017-2018

REVIEW/SUBMIT

[Review](#)

Review allows you to confirm all data entered during the registration process to ensure accuracy. When complete, press Submit below:

Status	Student	Grade Level	School Selection	Comments
Ready To Submit	[REDACTED]	06	Goodrich Middle School	

<< Previous [Review](#)

Online Registration

- Introduction
- Family
- Parent/Guardian
- Emergency
- Students
- Documents

Review/Submit

Any section may be edited by selecting the appropriate “EDIT” button. Information you have entered or altered during this OLR process will be highlighted in yellow. Once you have reviewed and/or made any final changes, scroll to the bottom, check the “I have reviewed all registration data and verified that it is correct” box and click “SUBMIT”.

Home Status My Account ParentVUE Logout
Good afternoon, Lucille Ball, 7/30/2018

2017-2018

REVIEW/SUBMIT

Registration submitted by: Lucille Ball

For the school year: 2017-2018

Family

Student	Grade Level	School Selection	Comments
[REDACTED]	06	Goodrich Middle School	

Parent/Guardian: Lucille Ball

First Name: **Lucille**

Middle Name:

Last Name: **Ball**

Gender:

Education Level:

I have reviewed all registration data and verified that it is correct

<< Previous [Submit](#)

Online Registration

- Introduction
- Family
- Parent/Guardian
- Emergency
- Students
- Documents

Review/Submit

Your registration verification is now complete. The building offices will review your changes and accept them or request more information if necessary.

Home Status My Account ParentVUE Logout
Good afternoon, Lucille Ball, 7/30/2018

2017-2018

2017-2018 Registration

The status of your registration(s) that are in progress can be found on the [status page](#)

Status [Review](#)

HOW TO USE THE NEW PARENTVUE ONLINE REGISTRATION PORTAL

At this point you may continue on to your ParentVue account settings by selecting the “My Account” button in the top-right area of the screen.

In this area, you may setup automatic email notifications on attendance and grade book status for EACH of your students. Just select the options you prefer and click the “Update Account” button to save your choices. These options may be changed throughout the year by coming back to this area of ParentVue.

For future reference, all of the documents that you downloaded and acknowledged during the OLR process are available in the “My Account” area of ParentVue.

Phone Numbers

Delete	Primary	Type	Phone	Extension	Contact	Listed
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cellular	810-555-1234		<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Home	810-555-1234		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Acknowledged Documents

Date	Time	Document (click to download)	Response
07/30/2018	3:07 PM	Transportation Policy.pdf	Yes
07/30/2018	3:07 PM	OT_Student_Handbook_2017_2018.pdf	Yes
07/30/2018	3:11 PM	How to Apply Free and Reduced Meals 18-19.pdf	Yes
07/30/2018	3:06 PM	Technology_Acceptable_Use_Agreemen	Yes
07/30/2018	3:05 PM	Understanding Concussions.pdf	Yes
07/30/2018	3:11 PM	3 - 2016-2017 Application - not ADA(1).pdf	Yes
07/30/2018	3:08 PM	GMS Student Handbook 2017-2018(2).pdf	Yes