

IMPORTANT PARENT PORTAL INFORMATION

Parent Portal is designed to give parents/guardians simple, comprehensive access to students' grades, attendance, behavior, and teachers; along with food service, household information, and contact preferences. To utilize the Portal, you will need login credentials. Once you have your login information – you will be responsible for logging into the portal and choosing your own contact preferences for IC Messenger. Each account holder has to set their own choices and these preferences are what the system uses to send out the District messages. Please update your information as soon as possible otherwise you may not receive an IC Message that is sent.

Login through the Student/Parent Portal link on the school's webpage.
<https://lakepreston.k12.sd.us/>

- **If you have more than one child**, you will need to click the **Select a Student** link at the top of the page and choose a name. The links in the left column will show all the records for your child for the current year.

Calendar	Displays the current month, a Bell indicates an attendance event (Tardy or Absent) an A+ indicates an assignment, click either icon for details
Schedule	Displays entire schedule - click on class name to view detailed gradebook
Attendance	A detailed view of all attendance for the current year – individual student is selected
Behavior	Shows all Behavior events for the current year
To Do List	Assignments or future assignments that are not yet due or have not been graded
Reports	High school and middle school have one report card for Quarter, as well as a Semester report card that includes the Semester Exam grade and Quarter grades. Elementary only uses the Quarter report card.
Family	Family Messages and Calendar will display multiple events for an entire family if you have more than one child in school
Messages	Indicates when a new announcement has been posted - you will find a list of school related messages by clicking Messages
Household Information	Verify and Update Household Information
Food Service	See balances and transactions of student's lunch account
Contact Preferences	Infinite Campus Messenger - General & Emergency notification choices (text or voice) and update e-mail address.
Access Log	Displays the number and duration of Portal visits

Feel free to examine all the links and information in the Portal. You can't harm anything by looking around and you can discover the depth of the information available

If questions please contact Kristi Odegaard – Kristi.odegaard@k12.sd.us or 847-4455

Infinite Campus Messenger (ICM)

Infinite Campus Messenger is our Emergency/General Messaging system. This system is an add-on part of our current database system that parents/guardians already use for accessing the student portal. The system utilizes voice/phone, email, & text messages for contact preferences and pulls that information directly from your demographics. **Through the parent portal please update your contact information (phone numbers, email addresses, and household address if needed) and then under preferences please tell the system how you would like to be contacted.**

Household Information

Household: Odegaard, Shaun & Kristi

Household Phone Number

(605)860-0164 (605)860-0164

Update

Household Address

Primary Address **Update**

20393 444th Avenue
Lake Preston, SD 57249
Mailing: Yes

Update Address screen

Update Address

Update your address information, indicate what type of change you are making, and click Send Update.

P.O. Box: * Number: Prefix: Street: Tag: Direction: Apt:

20393 444th Avenue

* City: * State: * Zip Code: County:

Lake Preston SD 57249 Kingsbury

Send mail to this address

Type of Change

Please select the reason for making this address change.

I am changing my address because I moved or will be moving.

Address Effective Date:

I am correcting my address information because it was incorrect.

Comments:

Send Update **Cancel**

Update phone screen

Update Household Phone Number

Changing this will update the home phone number for all members of the household.

Household Phone Number:

() () 860 - 0164 x

Comments:

Send Update **Cancel**

Message Contact Preferences

Email Address: kristi.odegaard@k12.sd.us

Secondary Email Address:

Instructions:

- For each type of message (Emergency, Attendance, Behavior, General Notification, Priority Notification, Teacher) select how you prefer to receive that message. You may select to receive a message on more than one device. To change or add a phone number you will need to contact your school's administrative offices.
- Please check the Text(SMS) check box if you would like to receive text messages sent by the school.
- If Text (SMS) option is enabled message and data rates may apply. Charges are dependent on your service plan which may include fees from your carrier to send and receive these text (SMS) messages.
 - To opt out uncheck the text (SMS) box anytime.
 - For support contact your district.

		Emergency	Attendance	Behavior	General Notification	Priority Notification	Teacher
Household Phone (605)860-0164 (605)860-0164	Voice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Text (SMS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cell Phone (605)860-0164 (605)860-0164	Voice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Text (SMS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work Phone (605)847-4455 (605)847-4455	Voice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Text (SMS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Email (kristi.odegaard@k12.sd.us)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Please double check your email address that you want used is correct and then check if you want a text or voice message for Emergency &/OR General notifications.

† Your district may send some communications in languages other than English, if you prefer to be contacted in a another language please specify your preferred language.

Preferred Language US English

Save

The school will get a message that you have updated the information and we will make sure it gets updated in all the corresponding places and you will then receive a notice in your portal inbox that the changes have been approved or we will contact you directly if there are issues.