



**BAYONNE BOARD OF EDUCATION
ADMINISTRATION BUILDING**

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Bayonne, New Jersey 07002

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SUPERINTENDENT OF SCHOOLS

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Dear Parents/Guardians,

As you are aware the Bayonne School District offers a parent portal for each child. The parent portal allows you to view grades, progress, attendance, etc. It is also where you can view contact information, who is to be notified in case of an emergency, and who is called for school closings/delays.

We are informing you of a change in the portal effective immediately. In the past, parents could access the portal to manually make changes to contact information and decide who should receive the phone calls for absence, closings, and delays. The process then had to be approved by the building/house secretary, and the changes would be made in the system.

In order to streamline the process more efficiently and to have documentation of all change requests, we have created a "Change of Information Form" under the "Documents" tab in the Parent Portal. You can print and complete the form to submit to your child's secretary at their school or house in BHS. You can also request the form from the secretary by emailing a request. Email information is located on each school's homepage www.bboed.org.

Please make it a priority to view the portal for accuracy and request any contact information changes. If you need assistance logging into the portal, please contact your child's guidance counselor.

Sincerely,

Patricia L. McGeehan, Ed.D.
Superintendent of Schools