

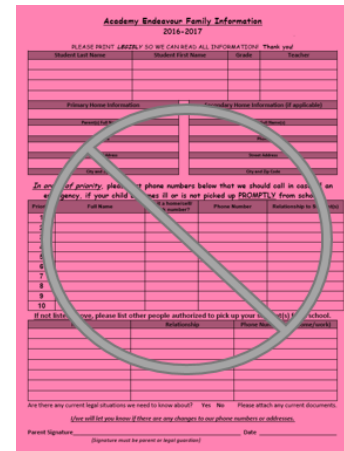
Dear Academy Endeavour Families,

Starting in the 2017-2018 school year, we will only be using the information found in Infinite Campus if we need to contact you. We will no longer be using the PINK Family Information sheets. In the past, the pink forms were used to contact you if your child was sick, for urgent matters, and other situations.

It is imperative that you confirm/update your parent and emergency contact information in Infinite Campus before the end of this school year. You are the only person that is able to login to your parent portal account to make changes. Therefore, the office staff cannot do this for you.

**Parent Portal Login/Update Instructions:**

1. From the AEES website, click the black LOGINS button on the dial pad
2. Click the [Extended Parent Portal](#) link (located on the right side bar)
3. Login (Please contact the district help desk with login issues: 234-1777 or [help@asd20.org](mailto:help@asd20.org))
4. From the Household list, select the parent(s) to confirm/update phone numbers and emails
5. Click Return to Household List
6. Select a child and click on the Emergency Contacts tab
7. Confirm/Update ALL emergency contacts



Thank you for your help with this important matter.

Warmly,

Bobbi Harper  
Principal