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# Memorandum

**To:** Parents/Guardians of Kindergarten to Grade 5 Students  
**FROM:** Kyle McIntyre, Director of Education  
**Cc:** Teachers and support staff  
**DATE:** October 24, 2019  
**RE:** MySchoolSask – New Student Information System – Family Portal



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As you are likely aware, the Chinook School Division has moved to a new provincial Student Information System. Branded as “MySchoolSask”, the new system is a centralized platform for safely and securely hosting and managing student data.

Since our last update in early September, Chinook Learning coordinators and superintendents have been in meetings and seminars learning about the features of MSS, including Family Portal (parent and student portal) access. In addition to providing access to gradebooks and attendance for grades 6-12, the MSS Family Portal will also include student Report Cards for all grades, which may look slightly different from previous report cards due to the new system.

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**PLEASE NOTE:** Between October 28-31, 2019, parents will receive an automated email notification from MySchoolSask with a link and user log-in information. For students in grades K-5, no academic information will appear on the Family Portal at this time. You will receive instructions on log-in and use prior to the January Report Card period, in order to access your K-5 child’s report card. **Please save the automated email and link, so that you may log-in to the Family Portal in January.**

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If you also have a child in grade 6-12, you will be able to view the gradebook and attendance for that student in the Family Portal, using the log-in and link from the automated email sent by MySchoolSask. Your MSS Family Portal account will include all of your children, as siblings are linked. Siblings in K-5 will appear in your account, however no academic information will be there until the January Report Card period.

We will provide further updates if needed. Thank you for your patience and understanding. If you have any questions or concerns, please contact your school.

*There have been a number of dedicated Chinook staff working tirelessly behind the scenes to make our division’s transition to this new system as seamless as possible. We believe that MySchoolSask will be a far superior and more reliable student data system than what we are presently using. We are hopeful that you too, in the end, will have a better user experience.*