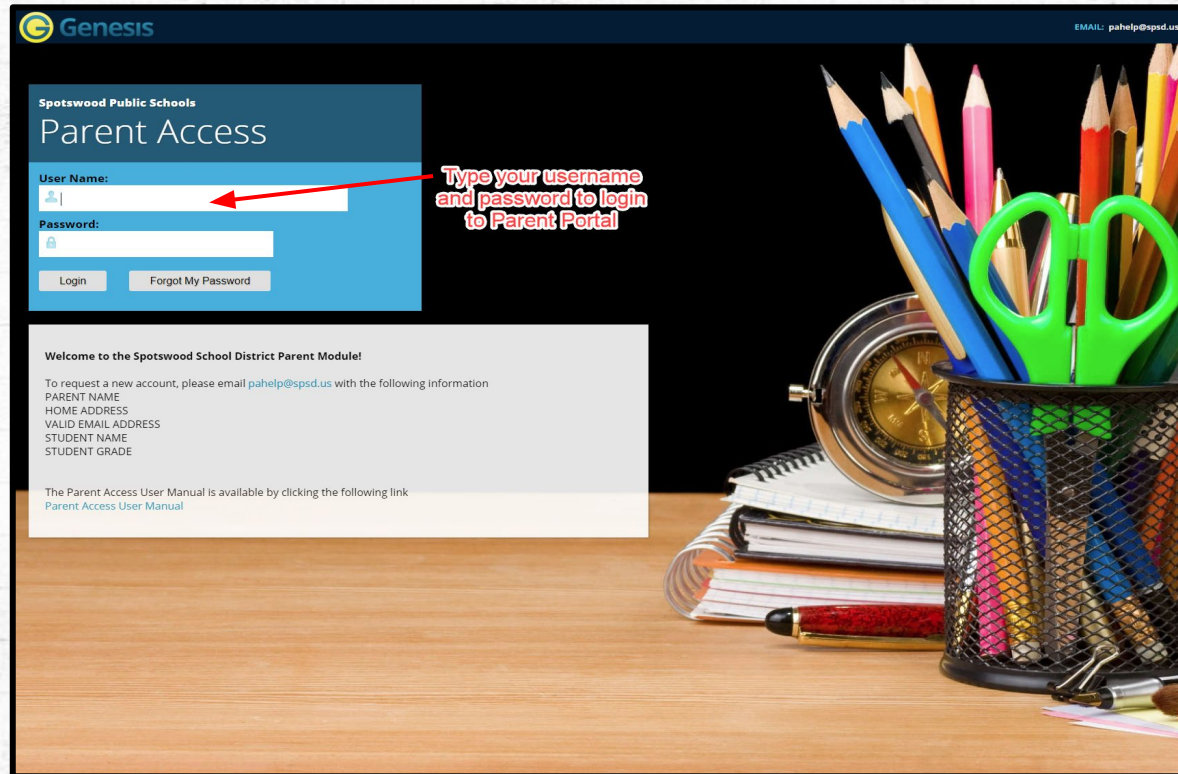


Updating Contacts

Genesis Parent Portal and Sangha

Log in to Parent Portal - parents.spsd.us



The image shows a screenshot of the Spotswood Public Schools Parent Access login page. The page is overlaid on a background image of a desk with school supplies, including a pencil holder with various colored pencils and a pair of green scissors, a stack of spiral notebooks, and a round analog clock.

Genesis EMAIL: pahelp@spsd.us

Spotswood Public Schools
Parent Access

User Name: **Password:**

Login **Forgot My Password**

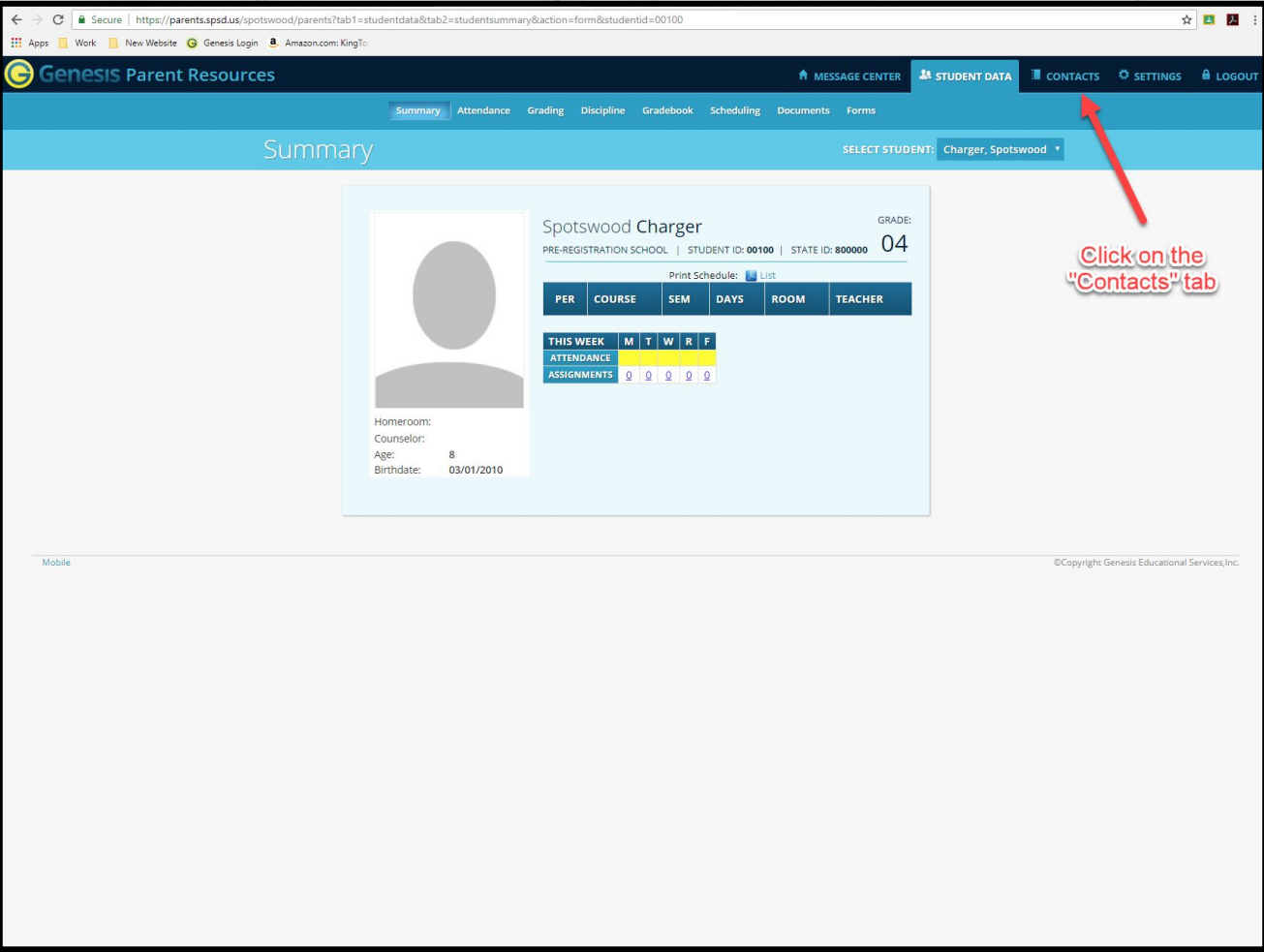
Welcome to the Spotswood School District Parent Module!

To request a new account, please email pahelp@spsd.us with the following information

- PARENT NAME
- HOME ADDRESS
- VALID EMAIL ADDRESS
- STUDENT NAME
- STUDENT GRADE

The Parent Access User Manual is available by clicking the following link
[Parent Access User Manual](#)

Type your username and password to login to Parent Portal



Click on the "Contacts" tab

Save All Changes

Contacts for Spotswood Charger

SPOTSWOOD CHARGER STUDENT	
Home Phone:	732-723-2200 x <input type="text"/> <input type="checkbox"/> Primary Phone
Cell Phone:	732-251-0700 x <input type="text"/> Verizon <input type="checkbox"/>
Home Email:	27schargers@spsd.us
Add Phone/Email:	Home Email <input type="text"/> Save All Changes

MR. TIMOTHY CAHILL GUARDIAN 1 FATHER	
Home Phone:	732-726-2200 x <input type="text"/> <input type="checkbox"/> Primary Phone
Home Email:	tcahill@spsd.us
Add Phone/Email:	Home Email <input type="text"/> Save All Changes

You can change your phone number or email address

2

Add Contact for Spotswood

Save All Changes

1

You can add a contact

3

Make sure to save your changes

What Next?

- Once you have saved your changes in Parent Portal, you do not have to do anything else!
- Changes made in portal are updated in Genesis and Sangha every 24 hours.
- If you have any issues, email pahelp@spsd.us.