



Assisting Users with Parent and Student Portals

For additional assistance please contact eSchoolData support in the IT Dept at esd@bufsd.org

Information Technology Department
Coordinator: Guy Nelson

Phone: (631) 434-2308

esd@bufsd.org

The following is a guideline on assisting Parents and Students with portal requests and or issues.

Parent Portal

Parents that need a copy of the Parent Portal letter can have it mailed home or they can choose to pick it up at the relevant building. They should:

- Request a copy of the Parent Portal letter by sending an email to parentportal@bufsd.org

If the parent is requesting to pick up the letter in person:

- The letter will be generated and mailed to the building secretary
- The parent/guardian must present ID at the building to receive the letter

All other questions/issues must be directed to parentportal@bufsd.org and they will be promptly addressed.

Student Portal

If students need assistance with their password the following process is in place:

A Faculty Share folder exists which contains a file with username and password for students accounts. This file is updated nightly to accommodate newly enrolled students. Students should present ID to receive login credentials.

If students need assistance the following personnel have access to the information:

- Teachers
- Computer Lab staff
- Guidance Dept

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