



*Galloway Township Public Schools*  
*"Where Children and Learning Come First"*

101 South Reeds Road | Galloway, NJ 08205  
Phone: (609) 748-1250 | Web: [www.gtps.k12.nj.us](http://www.gtps.k12.nj.us)

Annette C. Giaquinto, Ed. D.  
Superintendent of Schools

Joy N. Nixon, CPA  
School Business Administrator

September 2017

Dear Parents/Guardians:

The Galloway Township Public School District is pleased to provide the "Parent Portal" at the elementary level. This web-based service, attached to our student recordkeeping system (SMARTS), will allow you to view your child(ren) attendance, report card, progress reports, and demographic information (address, important telephone numbers, school login information, etc.) using your home computer.

In order to use this system, you will need to:

Type the following address into your web browser: <http://portal.gtps.k12.nj.us/Login.aspx>

After accessing this page, enter the email address that you have provided us in our student management system when you registered your child(ren) and a temporary password will be emailed to that address. The password is case sensitive.

Once you receive your temporary password, you can log in and customize your access information (including changing your password and your email address). Please keep this information in a secure place and do not share this information with others, as it is specific to your (child)ren. Note: If you are unsuccessful in providing the correct email and password several times you will be locked out of the system.

In the top right hand corner of each page, the date and time the information was last updated will be available. Attendance information will be updated twice daily: 9 am and 1 pm. At this time we are not requiring use of the electronic grade book at the elementary level (It is required at GTMS). However, some elementary teachers opt to use the grade book. If your child's teacher uses grade book, you will also have access to this information. Note: grades are updated on the first and third Fridays of the month.

Remember that the district uses certain SMARTS information to contact you in case of an emergency, school closing due to inclement weather, or for other reasons. It is imperative that we have your most up-to-date telephone number (whether that be a home landline or a cell phone) and emergency contact information. Through the portal, you now have the ability to update this type of information yourself. You can find more information and some short tutorials regarding the Parent Portal on our website: <http://www.gtps.k12.nj.us/parentportal.html>.

We hope you find this service informative and user-friendly. If you have any questions or comments, please call the school office. Thank you for your time and support.

Sincerely,

Annette C. Giaquinto, Ed. D.  
Superintendent of Schools