

Technology Tips for New Teachers – Quick Start Guide

Below are the most commonly accessed online District resources.

The School District's Web Site

<http://www.leeschools.net>

- This site is accessible anywhere.
- It is the main communication tool for the district.
- Use it to access news, calendars, and departmental, school, employment information.

The LEARN Web Site

<http://learn>

- This site is only accessible when you are logged in to your district account.
- Use it to access teacher and employee resources.

Web Mail

<http://webmail.leeschools.net>

- Use this link to access your district e-mail while you are away from school.
- You must have your district login information (username and password).

Pinnacle

(Your school will provide you the link or desktop shortcut)

- Pinnacle is your electronic attendance and gradebook manager.
- Use this resource to enter and report attendance and grades.

Parent-link

<http://parentlink.leeschools.net>

- Parent-link allows you to communicate with your students' families.
- It provides an interface that allows you to compose and send messages via the phone and/or e-mail.
- You will need your DID (District Identification number) to login.

Leave Management System (LMS)

<http://lms.leeschools.net>

- If you need to report a non-planned absence, you can use the online version of LMS.
- You do not have to be logged in to the district's network to use this resource.
- You will need your SSN and your LMS PIN to report an absence.
 - You get your PIN for the first time by calling 332-3737.

Employee Self Service Portal (ESS)

<http://ess>

- The Employee Self Service portal allows you to view your inservice points record, and your leave time record.
- You have to be logged in to the district's network to use this resource.
- Check with your school, because some teachers are required to report a planned absence via the ESS.

Curriculum and Staff Development Center (CSDC)

<http://curriculum.leeschools.net>

- This Web site is the central resource for information in your subject area, as well as information for professional development.
- Your grade-level and subject area academic plan is available at this site
<http://curriculum.leeschools.net/Academic%20Plans/academic%20plans.htm>
- This site host's the PDMS (Professional Development Management System) which you will use to register for professional development classes.
 - <https://secure.leeschools.net/dept/curr/pdms/login.asp>
 - You will need your DID or SSN and your PDMS password to login.